

VILLAGE OF BROCKPORT

"To provide a high quality of life for all residents, exercising fiscal responsibility and preserving Brockport's unique heritage and historic character."

VILLAGE BOARD - MEETING AGENDA

Monday, April 18, 2016 7:00pm

Location: Village Hall conference room

- **CALL TO ORDER / PLEDGE:** please silence cell phones & electronic devices
- **MOMENT OF SILENCE:** to honor those who serve our Country, enforce our laws, & respond to emergencies
- **BROCKPORT HISTORICAL MOMENT:**
- **OATH OF OFFICE:** (ceremonial) none
- **CERTIFICATES & PROCLAMATIONS:** none
- **PUBLIC HEARINGS:** none
 - Note: Proposed Local Law – adding a Parks chapter to the Brockport Village Code – public hearing of 12/21/15 carries over to a future meeting – date to be determined
- **GUESTS:**
 - Navy Club Commanding Off. Robert Currier-request use of ½ Clinton St parking lot - 6/4 charity event
 - Brockport Merchants Assoc.– request use of Market St from Main St to BFD - 7/8 4-10pm & 7/9 9am-7pm
- **PUBLIC COMMENT:** 5 minute limit per person / state name & address for record & speak directly to entire Board / share if this is a prepared statement & submit hard copy to Clerk after reading (& electronically next day)
- **CONSENSUS ITEMS:**
 - Approval of minutes – 4/4/16 & 4/11/16
 - Approval of bills to be paid
- **CLERK REPORT:**
 - Clerk – Leslie Ann Morelli
 - Any sidewalk café permit applications submitted for 2016 season
 - UNYMWCP (Workers Comp) – surplus refund re calculation as of 12/31/15
 - Events Schedule – May-December 2016 – to be posted & available next week
- **DEPARTMENT REPORTS:** (VB meeting the 3rd Monday of each month)
 - Treasurer – Treasurer Daniel P. Hendricks
 - Financial reports for period ending 3/31/16
 - Budget Amendments & Transfers
 - Danforth – Energy Solutions - Preliminary Audit Report
 - Building / Zoning / Code Enforcement – BI/CEO David J. Miller, Jr.
 -
 - Police – Police Chief Daniel P. Varrenti
 -
 - Public Works – Superintendent Harry G. Donahue
 -
 - Village Attorney – Daniel J. Mastrella, Esq.
 - Status of MOU/MOA with Brockport Fire District & Seymour Library re solar energy
- **PERSONNEL ITEMS:**
 - Accept resignation of Pete Selig from Planning Board effective 5/31/16
 - Hire to fill DPW Seasonal (summer) Laborer vacancies
 - Hire to fill Part Time Court Attendant vacancy
- **OLD or NEW BUSINESS:**
 - Resolutions to adopt 6/1/16-5/31/17 budget & collect taxes & authorize notices
 - Approve & authorize Mayor to sign 6/1/16-5/31/17 agreement with J. O'Connell & Associates (grants)
 - Approve & authorize Mayor to sign 6/1/16-5/31/17 agreement with H2H Cleaning
 - Approve & authorize Mayor to sign 6/1/16-5/31/17 agreement with Executive Carpet Cleaning
 - Resolutions appointing Election Inspectors & MCBOE supplies/assistance re 5/24 dissolution referendum
 - Bid results - water main materials needed for West Ave water main project Phase II
 - Authorize RFP for selection of energy services company (ESCO)
 - Authorize Deputy Clerk-Treasurer Linden to attend NYALGRO School 6/5-6/7
 - Low Bridge High Water – craft beer festival – authorize Water St & municipal parking lot closure 5/13
- **VILLAGE BOARD REPORTS:** (Trustees listed in alphabetical order by last name)
 - Mayor Margaret B. Blackman
 - NYCOM Presentation: What You Need to Know About Dissolution– 5/10 7pm Middle School Aud.
 -
 - Trustee/Deputy Mayor William G. Andrews
 -
 - Trustee Annette M. Crane
 -
 - Trustee Katherine J. Kristansen
 -
 - Trustee John D. LaPierre
 -
- **EXECUTIVE SESSION (if needed)**
- **ADJOURNMENT**
 - **Upcoming:** Village Board work session: 7pm Monday, 4/25
 - Village Board meeting: 7pm Monday, 5/2
 - Village Board meeting: 7pm Monday, 5/16 (with Attorney & Treasurer & Department Heads)

GUIDELINES FOR PUBLIC COMMENT:

The public shall be allowed to speak only during the public comment period of the meeting or at such time as recognized by the presiding officer.

- Speakers must be visible.
- Speakers must give their name, address and organization, if any.
- Speakers must be recognized by the presiding officer.
- Speakers must limit their remarks to (5) five minutes on a given topic or extended if recognized by the presiding officer.
- Board members may, with the permission of the Mayor, interrupt a speaker during their remarks, but only for the purpose of clarification or information.
- All remarks shall be addressed to the Board as a body and not to any member thereof.
- Speakers shall observe the commonly accepted rules of courtesy, decorum, dignity and good taste.
- Interested parties or their representatives may address the Board by written communications in the event of creating a hardship to attend the meeting personally.

Village of Brockport
Budget Preparation Calendar
Fiscal Year June 1, 2016 – May 31, 2017
Adopted by Village Board 7/20/15
Amended by Village Board 3/7/16

Monday, November 2, 2015	Treasurer to notify Department Heads & Village Justices (via memo with templates) of the necessity for expense estimates
Monday, December 14, 2015	Department Heads & Village Justices to submit expense estimates to Treasurer
Monday, January 25, 2016- 7pm	Village Board work session - with Treasurer and Department Heads to discuss department budget requests
Monday, February 22, 2016 – 7pm	Village Board work session - with Treasurer to discuss & make revisions to budget requests (if necessary)
Monday, March 7, 2016 – 7pm	Village Board meeting - Treasurer will provide updated information regarding budget development
Wednesday, March 17, 2016 16	Treasurer to file tentative budget with Clerk (must by March 20 th)
Monday, March 21, 2016 – 7pm	Village Board meeting - Treasurer will provide updated information regarding budget development
Monday, March 28, 2016 – 7pm	Village Board work session with Treasurer to discuss and make revisions to tentative budget (if necessary) Not necessary
Wednesday, March 23, 2016 for March 27, 2016 edition	Clerk to publish notice of receipt of tentative budget from Treasurer & of upcoming public hearing on proposed budget
Monday, April 4, 2016 – 7pm Monday, April 11, 2016 – 7pm	Treasurer to present proposed budget - public hearing Location: A.D. Oliver Middle School L.G.I.
Monday, April 18, 2016 – 7pm	Village Board meeting – adopt budget (must by May 1 st)



The Navy Club of Lake Ontario, Ship 1812, Inc.

Leslie,

As we discussed in your office, I am writing this letter so that I may get on the docket for the April 18, 2016 village board meeting. The reason for this request is to ask the board permission to close half of the police station parking lot, so we may hold our 5th annual pig roast (membership drive) on the 4th of June 2016. I'd like to make mention that in the past 4 years that we have held this event, that no legal problems have occurred.

Attached with this letter, is a flyer and a picture of the Navyclub members giving the Batavia VA Hospital a check for \$1000 for the PTSD Ward. This \$1000 is a result of some of our functions, but the pig roast is a major contributor.

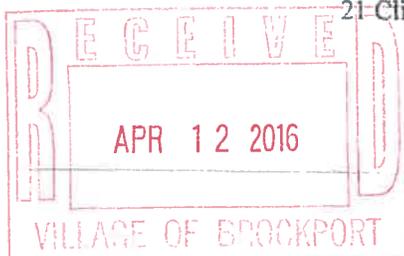
I would like to thank the board in advance for all of the support that has been given to the Navy Club located at 21 Clinton Street. Any questions or concerns before the meeting I may be reached at 585-967-4935 or the navy club 637-6110.

V/R Robert Currier

Commanding Officer

21 Clinton Street, P.O. Box 185, Brockport, New York 14420

GO NAVY !!



**Navy Club of
Lake Ontario
Ship 1812**

2016 Pig Roast

June 4th, 2016

Tickets: \$10 ea.
21 and over

Outdoor Activities 2 PM-10 PM

Food Served 4 PM-7 PM

Raffles, bands, games and more

Partial proceeds go to Batavia Veteran's Hospital

Prizes to be raffled off:

2016 Pig Roast
2016 Pig Roast
2016 Pig Roast
2016 Pig Roast
2016 Pig Roast

For details or to purchase tickets see club members,
call (516) 677-6110, or go to facebook.com/ship1812





Search ...



DEPARTMENTS & SERVICES

- Building/Code
- Public Works
- Police
- Treasurer
- Village Clerks
- Village Court
- Forms and Applications
 - FOIL Request
 - Position Interest Form
 - Street Closure Application**
 - Parade/Procession Application
- Employment Opportunities

Home > Departments & Services > Forms and Applications > Street Closure Application

Street Closure Request

Applicant agrees to abide by any conditions set forth by village officials or D.O.T.

Note: Main Street closures requires process involving New York State Department of Transportation.

Group/Organization * *Brockport Merchants Association*

Person(s) in Charge * *Judith Andraw (John Bonczyk, Melissa Klechammer)*

Address * *31 Market St, Brockport NY 14420*

Telephone * *585-484-8738*

Fax Number

E-Mail * *lightwaysjourney@aol.com*

Event Date * *July 8 4-10 p.m.*

Start Time * *July 9 9am-7pm*

End Time *

Purpose
Brockport Sidewalk Sale

Street(s): specify if entire street or section of *
Market St - main St down to fire station



Send Request

VILLAGE OF BROCKPORT
PAID APR 12 2016 PAID
Cash \$200
Wm

VILLAGE OF BROCKPORT SIDEWALK CAFÉ PERMIT APPLICATION

Date of Application: 4/12/16

Fee submitted: \$200 cash

Proof of Insurance submitted: _____

Date scheduled on Village Board agenda: 4/18/16

Note: New applicants must attend the Village Board meeting.

BUSINESS: Pita Restaurant and Market

PERSON / PERSONS IN CHARGE: Ahmed Rashid

ADDRESS: 73 Main St

TELEPHONE: 585-391-3156 FAX: _____

E-MAIL: rochester_alx@yahoo.com

WHICH DAYS OF WEEK SIDEWALK IS TO BE USED: 7 days a week

WHAT HOURS OF DAY SIDEWALK IS TO BE USED: Monday-THURSDAY 9am-10pm
FRIDAY 9am-12am
SATURDAY 10am-11am
SUNDAY 10am-9pm

DESCRIBE EXACTLY WHAT WILL BE PLACED ON SIDEWALK:
(# of tables, # of chairs, umbrellas, trash receptacle, cigarette receptacle...)
2 tables, 4 chairs

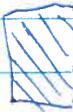
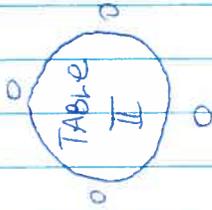
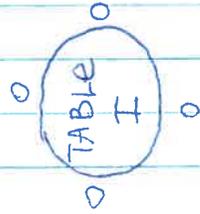
→ ATTACH A SIMPLE DIAGRAM WITH MEASUREMENTS & PLACEMENT OF TABLES & CHAIRS...

APPLICANT AGREES TO ABIDE BY THE REGULATIONS SET FORTH IN VILLAGE OF BROCKPORT CODE REGARDING SIDEWALK CAFÉS (§58-11F).

[Signature]
SIGNATURE OF APPLICANT

ROAD

side walk



supporting column

RESTAURANT ENTRANCE



**Village of Brockport
49 State Street
Brockport, NY 14420**

**(585) 637-5300 X12
(585) 637-1045 fax
lmorelli@
brockportny.org
www.brockportny.org**

Memo

To: Village Board
Village Treasurer

From: Leslie Ann Morelli, Village Clerk

Date: April 7, 2016

Re: UNYMWCP - Workers Comp



Good news again this year! I was visited this morning by the Administrator of our Workers Comp (UNYMWCP – Upstate New York Municipal Workers Compensation Program) and received a check for our surplus refund / deficit repayment calculation as of 12/31/15 which resulted in a refund of \$82,357.

We have been fortunate to receive surplus distributions more often than not. In years past, Treasurer Hendricks and I advised placing 50% of this money into our Workers Comp Reserve so that if a time comes when we have a deficit rather than a surplus, we will be able to cover it. However, as we noted late May/early June of 2015 our Workers Comp Reserve is in good shape. Therefore, the funds have been deposited to the General Fund as unanticipated revenue. Should the Village Board wish to adopt a resolution authorizing the Treasurer to transfer any or all of the \$82,357 to the Workers Comp Reserve, please do so at the April 18th Village Board meeting.

Thank you.

UNYMWCP Surplus Refund / Deficit Repayment Calculation

Calculated as of 12/31/15 for Program Years 2004-2015

2004 - 12th Annual Adjustment (All Claims Closed)

Cost Elements	Brockport
A. Contribution Made	\$0
B. Undeveloped Losses	\$0
C. Developed Losses (IBNR)	\$0
D. Loss Ratio (C/A)	0%
E. Return % (60-D)	0%
Surplus Refund	\$0

2005- 11th Adjustment (All Claims Closed)

Cost Elements	Brockport
A. Contribution Made	\$144,461
B. Undeveloped Losses	\$56,833
C. Developed Losses (IBNR)*	\$56,833
D. Loss Ratio (C/A)	39%
E. Return % (58-D)	19%
Surplus Refund	\$27,448

2006 - 10th Adjustment

Cost Elements	Brockport
A. Contribution Made	\$235,809
B. Undeveloped Losses	\$52,226
C. Developed Losses (IBNR)*	\$52,636
D. Loss Ratio (C/A)	22%
E. Return % (60-D)	38%
Surplus Refund	\$89,607

2007 - 9th Adjustment

Cost Elements	Brockport
A. Contribution Made	\$225,195
B. Undeveloped Losses	\$16,019
C. Developed Losses (IBNR)*	\$16,019
D. Loss Ratio (C/A)	7%
E. Return % (60-D)	53%
Surplus Refund	\$119,353

2008 - 8th Adjustment (All Claims Closed)

Cost Elements	Brockport
A. Contribution Made	\$200,260
B. Undeveloped Losses	\$146,877
C. Developed Losses (IBNR)*	\$146,877
D. Loss Ratio (C/A)	73%
E. Return % (60-D)	-13%
Surplus Refund	(\$26,034)

2009 - 7th Adjustment

Cost Elements	Brockport
A. Contribution Made	\$202,937
B. Undeveloped Losses	\$2,000
C. Developed Losses (IBNR)*	\$2,000
D. Loss Ratio (C/A)	1%
E. Return % (60-D)	59%
Surplus Refund	\$119,733

2010 - 6th Adjustment (All Claims Closed)

Cost Elements	Brockport
A. Contribution Made	\$216,963
B. Undeveloped Losses	\$12,892
C. Developed Losses (IBNR)*	\$12,892
D. Loss Ratio (C/A)	6%
E. Return % (60-D)	54%
Surplus Refund	\$117,160

2011 - 5th Adjustment (All Claims Closed)

Cost Elements	Brockport
A. Contribution Made	\$222,879
B. Undeveloped Losses	\$7,018
C. Developed Losses (IBNR)*	\$7,018
D. Loss Ratio (C/A)	3%
E. Return % (60-D)	57%
Surplus Refund	\$127,041

2012 - 4th Adjustment

Cost Elements	Brockport
A. Contribution Made	\$156,225
B. Undeveloped Losses	\$15,702
C. Developed Losses (IBNR)*	\$15,702
D. Loss Ratio (C/A)	10%
E. Return % (60-D)	50%
Surplus Refund	\$78,113

2013 - 3rd Adjustment

Cost Elements	Brockport
A. Contribution Made	\$92,693
B. Undeveloped Losses	\$4,542
C. Developed Losses (IBNR)*	\$4,542
D. Loss Ratio (C/A)	5%
E. Return % (60-D)	55%
Surplus Refund	\$50,981

2014 - 2nd Adjustment

Cost Elements	Brockport
A. Contribution Made	\$96,874
B. Undeveloped Losses	\$1,092
C. Developed Losses (IBNR)*	\$2,434
D. Loss Ratio (C/A)	3%
E. Return % (60-D)	57%
Surplus Refund	\$55,218

2015 - 1st Adjustment

Cost Elements	Brockport
A. Contribution Made	\$102,814
B. Undeveloped Losses	\$1,084
C. Developed Losses (IBNR)*	\$3,498
D. Loss Ratio (C/A)	3%
E. Return % (65-D)	62%
Surplus Refund	\$63,745

Sharing of Claims > \$200,000

Cost Elements	Brockport
(1) 2006 Town of Gates Claim Total Incurred/ developed = \$326,433 Share of \$123,935- Open Claim #400068210	22,007
Total Share of Claims>\$200K	\$22,007

Cost Elements	Brockport
(2) 2009 Town of Sweden Claim Total Incurred/Developed = \$214,014 Share of \$14,014- Closed Claim #40018104998	\$1,672.06
Total Share of Claims>\$200K	\$1,672

Cost Elements	Brockport
(3) 2012 Town of Chili Claim Total Incurred/Developed = \$449,770 Share of \$249,770- Open Claim #40016189033	18,509
Total Share of Claims>\$200K	\$18,509

Cost Elements	Brockport
(4) 2007 Town of Chili Total Incurred/Developed = \$263,706 Share of \$63,706- Closed Claim #400079180	10,190
Total Share of Claims>\$200K	\$10,190

	Brockport

Total Surplus Earned	\$769,986
-----------------------------	------------------

Deficit Payment	2007	
	2008	
	2009	\$16,232
	2010	
	2011	
	2012	
	2013	
	2014	
	2015	
Total Deficit Paid to Date		\$16,232

Total Surplus Available	\$786,218
--------------------------------	------------------

Less: Refunds Paid to Date		
12/31/04 (Paid Apr 05)		\$0
12/31/05 (Paid Jan 06)		\$0
12/31/05 (Paid Apr 06)		\$17,335
12/31/06 (Paid May 07)		\$69,468
12/31/07 (Paid May 08)		\$23,838
12/31/08 (Paid May 09)		\$0
12/31/09 (Paid May 10)		\$168,194
12/31/10 (Paid Apr 11)		\$112,173
12/31/11 (Paid Apr 12)		\$84,975
12/31/12 (Paid Apr 13)		\$30,481
12/31/13 (Paid Apr 14)		\$104,241
12/31/14 (Paid Apr 15)		\$93,156
Total Refunds Paid to Date		\$703,861

Indicated Refund for May 2016	\$82,357
--------------------------------------	-----------------

Ultimate Deficit as of 1/1/16	\$0
--------------------------------------	------------

Deficit Amt. Payable in 2016 \$	-
--	----------

*LDF applied to all open claims & claims closed since 1/1/13

Beginning 6/14, claims in excess of \$200,000 are shared with all members, including the member with the claim.

Village of Brockport

Statement of Actual & Estimated Revenues - General Fund

Statement of Actual & Estimated Revenue

Village of Brockport
 For Period Ending 03/31/2016
 Selecting on FUND from A to A

ACCOUNT DESCRIPTION	ESTIMATED REVENUE	MONTH-TO-DATE REVENUE	YEAR-TO-DATE REVENUE	UNREALIZED REVENUE	ACTUAL YTD % REALIZED
A0599.0000					
Appropriated Fund Balance	275,000.00			275,000.00	
A1001.0000					
Real Property Taxes	2,644,077.00		2,642,111.52	1,965.48	99.93
A1081.0000					
In-Lieu-Of Taxes	13,130.00	26,590.66-	13,347.69	217.69-	101.66
A1090.0000					
Int & Penalties on Taxes	12,000.00	6,742.20	13,924.43	1,924.43-	116.04
A1120.0000					
County Sales Tax	1,550,000.00		978,663.61	571,336.39	63.14
A1130.0000					
Utility Gross Receipts Tax	75,000.00	16,267.18	65,617.00	9,383.00	87.49
A1170.0000					
Franchise Tax	75,000.00	70,824.06	70,824.06	4,175.94	94.43
A1230.0000					
Clerk/Treasurer Fees	1,250.00	368.48	1,968.73	718.73-	157.50
A1520.0000					
Police Fees	500.00	30.00	405.00	95.00	81.00
A1560.0000					
Safety Inspections	15,000.00	7,341.00	49,052.25	34,052.25-	327.02
A1710.0000					
Public Works Services	3,000.00		2,596.14	403.86	86.54
A1789.0000					
Docking Fees	3,000.00		4,296.56	1,296.56-	143.22
A2089.0000					
Farmers Market Fees	2,500.00		3,450.00	950.00-	138.00
A2110.0000					
Zoning Fees	1,500.00		725.00	775.00	48.33
A2115.0000					
Planning Fees	600.00	90.00	688.00	88.00-	114.67
A2389.3000					
Monroe County - DWI	13,064.00	1,628.53	17,472.36	4,408.36-	133.74
A2389.8000					
Monroe Ctny-CD Block Grants	36,342.37		36,342.37		100.00
A2389.8001					
Monroe Cty CDBG-Perry Street	7,800.00		2,223.60	5,576.40	28.51
A2389.9001					
SCS Contribution- Crossing Guards	5,000.00		5,000.00		100.00
A2401.0000					
Interest & Earnings	4,000.00		561.15	3,438.85	14.03
A2401.1000					
Int Earned-Spec Reserves			14.66	14.66-	
A2401.3000					
Interest & Earnings- Asset Forfeiture			3.10	3.10-	
A2545.0000					
Bus / Occupation License	40,000.00	288.50	53,883.50	13,883.50-	134.71
A2590.0000					
Permits	5,000.00		1,165.00	3,835.00	23.30
A2610.0000					
Fines & Forfeitures	100,000.00	100.00	90,961.00	9,039.00	90.96
A2650.0000					
Scrap Sales	1,000.00		1,262.66	262.66-	126.27
A2655.0000					
Minor Sales	3,500.00			3,500.00	
A2655.0001					
Minor Sales - Museum (Adopt A Picture)	2,575.00	200.00	2,775.00	200.00-	107.77
A2680.0000					
Insurance Recoveries	6,500.00	226.80	2,475.79	4,024.21	38.09
A2690.0000					
Other Comp - Reimbursement	2,500.00		6,861.92	4,361.92-	274.48
A2701.0000					

Date: 04/13/2016
Time: 1:32:50PM

Statement of Actual & Estimated Revenue

User: DAN
Page: 2

Village of Brockport
For Period Ending 03/31/2016
Selecting on FUND from A to A

ACCOUNT DESCRIPTION	ESTIMATED REVENUE	MONTH-TO-DATE REVENUE	YEAR-TO-DATE REVENUE	UNREALIZED REVENUE	ACTUAL YTD % REALIZED
Refund of P/Y Exp A2770.0000	20,500.00		2,834.30	17,665.70	13.83
Other Unclassified A2770.3001	500.00		15,743.19	15,243.19-	3148.64
Miscellaneous Revenues - Solar Project A3001.0000			2,500.00	2,500.00-	
State Aid - AIM A3005.0000	110,000.00		119,076.00	9,076.00-	108.25
State Aid-Mortgage Tax A3089.4000	25,000.00		29,536.56	4,536.56-	118.15
State Aid-Other A3089.7000			1,575.00	1,575.00-	
State Aid - Other A3089.7001	14,498.34		14,498.34		100.00
State Aid, CHIPS A3089.7004	114,724.41		114,724.41		100.00
State Aid, Impact Tools Grant for PD A4089.4002	29,457.58			29,457.58	
New York Main St. Grant A4089.4003			17,487.00	17,487.00-	
Active Transportation Grant	29,405.00		22,821.55	6,583.45	77.61
Report Totals	5,242,923.70	77,516.09	4,409,468.45	833,455.25	84.10

Village of Brockport

Statement of Expenditures, Encumbrances & Appropriations - General Fund

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 03/31/2016

Selecting on FUND from A to A

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
A1010.1000							
Trustees-Personal Services	13,777.00	1,148.00	11,480.00			2,297.00	83.33
A1010.4000							
Trustees-Contractual Expenses	35,000.00		34,172.91			827.09	97.64
A1010.4030							
Trustees-Conference Exp	2,300.00					2,300.00	
A1010.4031							
Publications	1,800.00		1,789.41			10.59	99.41
A1010.4090							
Trustees-Miscellaneous	250.00		55.00			195.00	22.00
A1110.1000							
Court - Personnel Services	66,049.00	5,220.49	54,328.48			11,720.52	82.25
A1110.2000							
Court - Equipment	500.00		133.23			366.77	26.65
A1110.4000							
Court - Contractual Services	9,200.00	2,454.76	9,122.67			77.33	99.16
A1110.4010							
Court - Bldg. Renovations	3,800.00		2,780.13			1,019.87	73.16
A1110.4060							
Court - Postage	1,400.00		977.15			422.85	69.80
A1210.1000							
Mayor-Personal Services	9,867.00	822.25	8,222.50			1,644.50	83.33
A1210.4000							
Mayor-Contractual Expenses	100.00					100.00	
A1210.4010							
Mayor-Telephone	1,500.00	132.19	1,321.46			178.54	88.10
A1210.4050							
Mayor-Conference Exp	1,500.00		1,067.35			432.65	71.16
A1210.4090							
Mayor-Miscellaneous	50.00					50.00	
A1320.4000							
Auditor-Contractual Expenses	13,500.00	850.00	5,320.00			8,180.00	39.41
A1325.1000							
Cirk/Treas-Personal Services	142,128.00	9,169.11	105,968.40			36,159.60	74.56
A1325.4000							
Cirk/Treas-Total Contractual Expense	2,000.00	50.00	275.00			1,725.00	13.75
A1325.4010							
Cirk/Treas-Telephone	8,000.00	330.48	3,696.01			4,303.99	46.20
A1325.4020							
Cirk/Treas-Office Supplies	4,500.00	687.39	4,148.25			351.75	92.18
A1325.4025							
Supplies (Grant foe Records Mat)	3,300.00		1,643.84			1,656.16	49.81

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 03/31/2016

Selecting on F \ \ D from A to A

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
\1325.4030							
Clrk/Treas-Computer Supplies	9,500.00		9,016.76			483.24	94.91
\1325.4050							
Clrk/Treas-Membership Fees	700.00		165.00			535.00	23.57
\1325.4060							
Clrk/Treas-Postage	7,250.00	500.00	6,981.26		247.87	20.87	99.71
\1325.4070							
Clrk/Treas-Copier Expenses	5,000.00	238.00	2,196.35			2,803.65	43.93
\1325.4080							
Clrk/Treas-Payroll Expense	5,250.00	1,086.92	4,929.30			320.70	93.89
\1325.4090							
Clrk/Treas-Miscellaneous	5,000.00	371.04	4,241.89		235.88	522.23	89.56
\1325.4100							
Clrk/Treas - Publications	4,500.00		2,358.11			2,141.89	52.40
\1325.4110							
Clrk/Treas-Training	2,500.00		2,375.47			124.53	95.02
\1325.4120							
Clrk/Treas-Tax Bill Processing	2,000.00		1,354.26			645.74	67.71
\1420.4000							
Law-Total Contractual Expenses	44,750.00	1,531.25	23,025.00			21,725.00	51.45
\1440.4000							
Engineer-Total Contractual Expense	5,000.00		4,351.25			648.75	87.03
\1450.4010							
Elections-Inspector Salaries	1,000.00					1,000.00	
\1450.4020							
Elections-Legal Notice Publication	210.00	10.92	207.30			2.70	98.71
\1450.4030							
Elections-Supplies	300.00					300.00	
\1490.1000							
Pub Wrks Admin-Total Personal Ser	130,139.00	6,352.86	76,309.53			53,829.47	58.64
\1490.4020							
Pub Wrks Admin-Conference Exp	300.00		300.00				100.00
\1490.4030							
Office Supplies/Postage	900.00	64.58	653.20			246.80	72.58
\1490.4040							
Permits, Licenses, Fees	300.00		194.00			106.00	64.67
\1490.4090							
Pub Wrks Admin-Miscellaneous	500.00		10.95			489.05	2.19
\1620.4020							
Natural Gas-DPW	6,000.00	1,269.86	5,055.74			944.26	84.26
\1620.4021							
Bldgs-Gas 1 Clinton Street	1,500.00	256.80	1,192.23			307.77	79.48

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 03/31/2016

Selecting on FUND from A to A

ACCOUNT	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
A1620.4022						
Bldgs-Gas 49 State Street	2,000.00	1,339.94			660.06	67.00
A1620.4030						
Electric-DPW	8,800.00	8,777.02			22.98	99.74
A1620.4031						
Bldgs-Electric-1 Clinton Street	12,500.00	9,581.29			2,918.71	76.65
A1620.4032						
Bldgs-Electric-49 State Street	6,000.00	5,097.72			902.28	84.96
A1620.4034						
Elec- Main St Sign	420.00	212.95			207.05	50.70
A1620.4040						
Bldgs-Oil-49 State Street	50.00	25.95			24.05	51.90
A1620.4050						
Bldgs-Janitorial Supplies	1,800.00	1,589.90			210.10	88.33
A1620.4051						
Bldgs-Janitor Supplies- Clinton St	4,050.00	3,476.56			573.44	85.84
A1620.4052						
Bldgs-Janitor Supplies-State Street	3,300.00	1,882.04			1,417.96	57.03
A1620.4060						
Bldgs-Repair Items	32,000.00	31,989.85			10.15	99.97
A1620.4070						
Telephone - DPW	1,800.00	1,007.21			792.79	55.96
A1620.4090						
Bldgs-Miscellaneous	4,910.00	4,837.24			72.76	98.52
A1640.4000						
Central Garage- Contractual Expens	1,750.00	701.28			1,048.72	40.07
A1640.4010						
Fasteners	1,000.00	127.68			872.32	12.77
A1640.4020						
Auto -Electrical	650.00	333.66			316.34	51.33
A1640.4040						
Tools	1,450.00	1,425.79			24.21	98.33
A1640.4050						
Welding Supplies	625.00	614.27			10.73	98.28
A1640.4060						
Fuel Additives/Oil	2,300.00	1,401.15			898.85	60.92
A1640.4061						
Oil Expenditures (Not Fuel Oil)	500.00	500.00				100.00
A1640.4070						
Shop Supplies	2,500.00	1,002.90			1,497.10	40.12
A1640.4080						
Hydraulic Supplies	500.00	148.51			351.49	29.70

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 03/31/2016

Selecting on FUND from A to A

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
\1640.4090							
Miscellaneous	4,925.00	837.60	3,354.72			1,570.28	68.12
\1670.4000							
Central Mailing	1,500.00		2,982.09-			4,482.09	198.81-
\1680.2000							
IT Hardware Software	2,500.00		2,500.00				100.00
\1680.4000							
IT Hardware Software	13,000.00	850.00	11,285.80			1,714.20	86.81
\1910.4000							
Unallocated Insurance	46,950.00		46,501.37			448.63	99.04
\1920.4000							
Municipal-Membership Dues	5,100.00		981.30			4,118.70	19.24
\1950.4000							
Taxes on Village Property	1,300.00		1,173.74			126.26	90.29
\1990.4000							
Contingency-Allocation Only	19,020.00					19,020.00	
\3120.1000							
Police-Total Personal Services	1,139,784.00	62,347.45	953,050.13			186,733.87	83.62
\3120.1040							
Police-Crossing Guards	13,137.00		7,694.32			5,442.68	58.57
\3120.1055							
Police-Secretaries P/T	55,329.00	3,684.40	45,698.48			9,630.52	82.59
\3120.1060							
Overtime	85,000.00	10,520.00	77,510.95			7,489.05	91.19
\3120.2010							
Police-Vehicles	47,600.00		47,599.71			0.29	100.00
\3120.2020							
Police-Firearms	15,860.00		7,467.89		1,657.10	6,735.01	57.53
\3120.2040							
Police-Office Furniture/Equip	8,800.00		8,701.88			98.12	98.89
\3120.2051							
Police-Computer Software	11,150.00	235.08	10,716.40			433.60	96.11
\3120.4000							
Police-Total Contractual	1,805.00		765.99			1,039.01	42.44
\3120.4001							
Police - Insurance Law Enforcement	17,200.00		17,200.00				100.00
\3120.4010							
Police-Telephone	9,100.00	572.01	8,102.18			997.82	89.03
\3120.4020							
Police-Office Supplies/Postage	3,500.00	383.29	2,479.68		280.70	739.62	78.87
\3120.4030							
Police-Fleet Maintenance	3,300.00	212.88	2,972.57			39.76	98.80

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 03/31/2016

Selecting on FUND from A to A

ACCOUNT	ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
A3120.4031								
	Police-Fleet Repairs	3,300.00	2,730.65	3,237.82			62.18	98.12
A3120.4032								
	Police-Fleet Supplies & Equip	7,500.00		6,526.97			973.03	87.03
A3120.4040								
	Police-Fuel	15,000.00		8,813.89			6,186.11	58.76
A3120.4060								
	Police-Maintenance Contracts	4,625.00	62.50	3,735.07			889.93	80.76
A3120.4065								
	Office Equip Lease/Rental	7,400.00	326.21	4,482.83			2,917.17	60.58
A3120.4080								
	Police-Quarter Master Unit	10,500.00	261.45	8,562.80	1,833.50		103.70	99.01
A3120.4090								
	Police-Miscellaneous	200.00		110.59			89.41	55.30
A3120.4100								
	Affiliations	250.00		150.00			100.00	60.00
A3120.4105								
	Training, School, Conferences	1,000.00	353.61	353.61			646.39	35.36
A3120.4110								
	Police-Publications	860.00	859.75	859.75			0.25	99.97
A3120.4120								
	Police-Supplies/Life Safety Supplies	4,140.00		1,930.86	462.82		1,746.32	57.82
A3120.4130								
	Police-Computer Supplies	1,300.00		367.92	53.75		878.33	32.44
A3120.4140								
	Police-Medical/Psychological	850.00					850.00	
A3120.4150								
	Police-Special Enforcement	4,200.00		1,676.72	2.00		2,521.28	39.97
A3120.4155								
	Police- STOP DWI	13,064.00		3,672.92			9,391.08	28.11
A3120.4160								
	Police-Bike Patrol	2,400.00					2,400.00	
A3120.4165								
	Police - Traffic Safety Grant	4,225.00	1,498.23	1,749.21			2,475.79	41.40
A3120.4170								
	Police-Explorer Post	1,000.00			631.15		368.85	63.12
A3120.4175								
	Police - Monroe County "Crackdown"	7,800.00	338.40	1,031.33			6,768.67	13.22
A3120.4176								
	Impact Tools Grant	31,200.00		29,457.58			1,742.42	94.42
A3120.4180								
	Police-Community Service	300.00					300.00	

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 03/31/2016

Selecting on FUND from A to A

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
A3120.4220						250.00	
Police-Special Events	250.00						
A3120.4230						50.00	
Police-NYS Accreditation	50.00						
A3120.4240					1,600.63	899.37	64.03
Police-Less Lethal Training Equip	2,500.00						
A3310.4010						99.67	83.39
Traffic Control-Signal	600.00	47.53	500.33				
A3310.4020						1,405.45	6.30
Traffic Control-Paint	1,500.00		94.55				
A3310.4030						2,190.52	12.38
Traffic Control-Signs	2,500.00		309.48				
A3310.4040						576.80	55.63
Traffic Control-Channels & Posts	1,300.00	723.20	723.20				
A3310.4090						329.30	17.68
Traffic Control-Miscellaneous	400.00	70.70	70.70				
A3620.1000						18,578.59	82.80
Safety Insp-Total Personal Services	108,036.00	9,761.68	89,457.41				
A3620.2000						327.41	89.09
Safety Insp-Equipment	3,000.00	631.81	2,672.59				
A3620.4000						100.00	
Safety Insp-Total Contractual Expens	100.00						
A3620.4010						173.39	88.44
Cellular/Telephone	1,500.00	132.18	1,326.61				
A3620.4020						1.17	99.97
Training	4,100.00	486.44	4,098.83				
A3620.4030						500.00	
Safety Insp-Computer Supplies	500.00						
A3620.4040						863.78	28.02
Fuel	1,200.00		336.22				
A3620.4050						73.00	79.14
Association Dues	350.00		277.00				
A3620.4080						694.30	61.43
Safety Insp-Uniforms	1,800.00		1,105.70				
A3620.4090						145.68	91.30
Miscellaneous	1,675.00		1,529.32				
A3620.4200						44.57	97.34
Postage	1,675.00		1,630.43				
A3620.4210						450.00	
Vehicle Maintenance	450.00						
A5110.1000						2,343.53	99.48
Str Maint-Total Personal Services	450,282.00	42,741.40	447,938.47				

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 03/31/2016

Selecting on FUND from A to A

ACCOUNT	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
A5110.1001					19,570.00	
Streets O/T						
A5110.1060						
Str Maint-Overtime	813.95	18,409.17			17,125.83	51.81
A5110.2080						
Str Maint-Other Equip-Over \$10,000	7,000.00-	56,306.55		40,902.34	13,341.11	87.93
A5110.4000						
Str Maint-Total Contractual Expense	100.00				100.00	
A5110.4010						
Str Maint-Telephone	162.14	1,582.88			82.88-	105.53
A5110.4041						
Str Maint-Diesel Fuel	267.78	185.99			24,814.01	0.74
A5110.4042						
Str Maint-Regular Fuel	5,757.60	31,442.73			12,442.73-	165.49
A5110.4050						
Str Maint-Tools		2,279.30			20.70	99.10
A5110.4060						
Str Maint-Stone		4,299.14			700.86	85.98
A5110.4070						
Str Maint-Asphalt	2,732.61-	33,624.90			46,375.10	42.03
A5110.4080						
Str Maint-Uniforms		3,569.39			1,155.61	75.54
A5110.4085						
Str Maint-Shoes/Boots		1,478.00			22.00	98.53
A5110.4090						
Str Maint-Miscellaneous	1,039.94	5,002.63			2.37	99.95
A5110.4100						
Str Maint-Equipment Parts	635.81	4,679.77		271.10	849.13	85.36
A5110.4110						
Str Maint-Truck Parts	701.16	13,306.39			488.61	96.46
A5110.4130						
Str Maint-Physicals/Drug Testing	148.42	729.02			70.98	91.13
A5110.4140						
Str Maint-Buildings		62.12			1,137.88	5.18
A5110.4150						
Str Maint-Concrete	263.75	2,873.05			11.95	99.59
A5110.4160						
Str Maint-Fill Material	100.00	94.50			5.50	94.50
A5110.4165						
Str Maint-Top Soil	725.00	510.00			215.00	70.34
A5110.4170						
Str Maint-Shop Supplies	500.00	47.37			452.63	9.47

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport
For Period Ending 03/31/2016
Selecting on FUND from A to A

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
5110.4180							
Str Maint-Training/Travel	200.00		199.01			0.99	99.51
5110.4190							
Str Maint-Grass Seed	500.00		339.92			160.08	67.98
5110.4200							
Str Maint-Publications	150.00		90.47			59.53	60.31
5110.4210							
Str Maint-Manholes & Covers	1,000.00					1,000.00	
5110.4220							
Str Maint-Office Supplies	100.00					100.00	
5110.4230							
Str Maint-Equip Rental	100.00					100.00	
5112.2000							
CHIPS Work	129,791.00		129,691.00			100.00	99.92
5142.2000							
Snow Plowing-Equipment-Plows	7,000.00					7,000.00	
5142.4010							
Snow Plowing-Salt	30,748.00		18,275.64			12,472.36	59.44
5142.4015							
Snow Plowing-Deicer	7,602.00		7,601.85			0.15	100.00
5142.4030							
Snow Plowing-Plow Parts	3,000.00	78.87	2,259.96		121.10	618.94	79.37
5142.4090							
Snow Plowing-Contractual Expenses	200.00	35.88	50.11			149.89	25.06
5182.4010							
Street Lighting-Electricity	92,000.00	9,419.65	81,219.34			10,780.66	88.28
5182.4030							
Street Lighting-Repairs	1,000.00		569.02			430.98	56.90
5182.4040							
Street Lighting-Parts	1,500.00		100.00			1,400.00	6.67
5182.4090							
Street Lighting-Contractual Expenses	100.00					100.00	
5410.4010							
Sidewalks-Concrete	10,000.00		1,762.11			8,237.89	17.62
5410.4020							
Sidewalks-Stone	400.00		270.78			129.22	67.70
5410.4090							
Sidewalks-Contractual Expenses-Mis	650.00		606.02			43.98	93.23
5650.4020							
Paint	200.00					200.00	
5650.4030							
Signs	200.00					200.00	

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 03/31/2016

Selecting on FUND from A to A

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
A5650.4040							
Posts	200.00					200.00	
A6410.4000							
Economic Development	2,500.00		1,798.61			701.39	71.94
A6410.4200							
Welcome Center	7,000.00	491.93	6,889.15			110.85	98.42
A6520.4000							
Farmer's Mkt Manager	2,500.00		2,420.90			79.10	96.84
A7140.2000							
Parks/Playgrounds-Total Equipment	13,200.00		822.00		12,293.40	84.60	99.36
A7140.2010							
Park/Playgrounds-Playground Equip	1,000.00		1,000.00				100.00
A7140.2020							
Parks/Playgrounds-Park Equipment	2,600.00	179.08	2,311.80			288.20	88.92
A7140.4000							
Parks & Playgrounds-Totals Contrac	1,400.00		165.45			1,234.55	11.82
A7140.4010							
Parks/Playgrounds-Equipment Repai	500.00		111.86			388.14	22.37
A7140.4020							
Parks/Playgrounds-Maintenance Sup	4,000.00		2,067.85			1,932.15	51.70
A7140.4030							
Parks/Playgrounds-Gardening	400.00		199.98			200.02	50.00
A7140.4090							
Parks/Playgrounds-Miscellaneous	500.00		155.29			344.71	31.06
A7415.4000							
Sevmour Library	195,728.00		195,501.21			226.79	99.88
A7450.4000							
Museum-Contractual Expenses	6,750.00	928.27	6,747.21		0.12	2.67	99.96
A7450.4010							
Museum - Adopt A Picture Expenses	2,700.00	670.00	2,700.00				100.00
A7470.4000							
New York State Main St. Grant - BI	167,770.00		113,851.33			53,918.67	67.86
A7470.4001							
Streetscape - Contractual	6,400.00					6,400.00	
A7470.4002							
New York Main St. Grant - Administ	15,000.00		10,000.00			5,000.00	66.67
A7470.4003							
New York Main St. Grant - Softcosts	8,750.00					8,750.00	
A7510.4000							
Total Contractual Expenses	1,200.00		600.00		600.00		100.00
A7510.4090							
Historian-Miscellaneous	200.00					200.00	

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 03/31/2016

Selecting on FUND from A to A

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
7515.4000							
Active Transportation Grant	21,769.90	2,109.95	21,762.00			7.90	99.96
7550.4040							
Celebrations-Special Events	1,400.00	600.00-	1,121.60-			2,521.60	80.11-
7550.4050							
Celebrations-Electric	700.00	48.00	630.04			69.96	90.01
7550.4080							
Sagawa Park Grant for Mural	6,000.00	3,000.00	6,000.00				100.00
7550.4081							
Gateway Mural	2,000.00	2,000.00	2,000.00				100.00
7550.4090							
Celebrations-Miscellaneous	1,725.00		1,725.00				100.00
7551.4000							
Grant Exp. - Bring Rowing To Brockp	25.00		25.00				100.00
8010.4010							
Zoning- Member Stipends	625.00		225.00			400.00	36.00
8010.4020							
Zoning-Conference Expense	155.00					155.00	
8010.4090							
Zoning-Miscellaneous	60.00					60.00	
8010.4300							
Zoning-Publications	110.00		45.50			64.50	41.36
8020.1000							
Planning Board-Personal Services	6,706.00	458.66	3,999.66			2,706.34	59.64
8020.4000							
Planning Board-Total Contractual Ex	500.00		355.02			144.98	71.00
8020.4300							
Planning Board-Publications	200.00	22.75	47.32			152.68	23.66
8120.4010							
Sanitary Sewer-Truck Parts	600.00		581.20			18.80	96.87
8140.400M							
Storm Sewer - Monroe Ave. CDB	22,000.00		21,905.42			94.58	99.57
8140.4010							
Storm Sewer-Supply Parts	6,705.00		6,704.14			0.86	99.99
8140.4020							
Strom Sewer-Maintenance Supplies	215.00		64.00			151.00	29.77
8140.4090							
Storm Sewers-Miscellaneous	4,500.00	220.64	4,499.74			0.26	99.99
8160.4010							
Refuse Collection-Monthly Trash Ren	3,950.00	344.02	3,440.20			509.80	87.09
8160.4030							
Refuse Collection-Brush Pick-up	600.00		256.00			344.00	42.67

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport
For Period Ending 03/31/2016
Selecting on FUND from A to A

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
A8160.4040							
Refuse Collection-Special Pick-up (50.00		35.00			15.00	70.00
A8160.4050							
Refuse Collection-Coolant Removal	200.00					200.00	
A8170.4010							
Str Cleaning-Sweeper Repairs	500.00					500.00	
A8170.4020							
Str Cleaning-Sweeper parts	4,000.00		2,036.46			1,963.54	50.91
A8170.4090							
Str Cleaning-Miscellaneous	250.00		150.00			100.00	60.00
A8189.4000							
Sanitation-Landfill Monitoring	8,000.00		2,072.25		5,927.00	0.75	99.99
A8189.4002							
Sanitation-Landfill-Testing	10,600.00		7,891.00			2,709.00	74.44
A8560.4000							
Shade Trees-Contractual Expenses (5,500.00	840.00	5,320.00			180.00	96.73
A8560.4010							
Equipment Repairs	1,200.00	65.37	427.48			772.52	35.62
A8560.4030							
Shade Trees-Supplies	500.00		140.96			359.04	28.19
A8560.4090							
Shade Trees-Miscellaneous	3,000.00	467.95	1,795.58			1,204.42	59.85
A9010.8000							
NYS Retirement	218,078.00		136,311.13			81,766.87	62.51
A9015.8000							
Police Retirement System Payments	261,461.00		261,200.00			261.00	99.90
A9030.8000							
Social Security	172,256.00	11,682.13	142,375.94			29,880.06	82.65
A9040.8000							
Workers Compensation	125,000.00		89,818.40			35,181.60	71.85
A9045.8000							
Life Insurance	8,200.00	1,366.29	7,165.07			1,034.93	87.38
A9050.8000							
Unemployment Expense	10,000.00					10,000.00	
A9055.8000							
Disability Insurance	6,000.00	1,009.82	5,405.96			594.04	90.10
A9055.8100							
Wellness Insurance	1,300.00					1,300.00	
A9060.8000							
Medical Insurance	437,500.00	78,128.37	347,409.83			90,090.17	79.41
A9061.8000							
HRA	148,500.00		53,988.40			94,511.60	36.36

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 03/31/2016
Selecting on FUND from A to A

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
19070.8000							
Dental Insurance	61,500.00	10,853.26	57,534.53			3,965.47	93.55
19950.8240							
Cap Resrv Transfer-DPW Equip Rep	10,000.00					10,000.00	
19950.8510							
Cap Resrv Transfer-Smith St Bridge	10,000.00					10,000.00	
Totals for Fund:	5,499,236.90	302,945.02	4,314,140.43	0.00	67,408.13	1,117,688.34	79.68
A (Fund - A)							
Report totals	5,499,236.90	302,945.02	4,314,140.43	0.00	67,408.13	1,117,688.34	79.68

Village of Brockport

Statement of Actual & Estimated Revenues - Water Fund

Statement of Actual & Estimated Revenue

Village of Brockport
 For Period Ending 03/31/2016
 Selecting on FUND from F to F

ACCOUNT DESCRIPTION	ESTIMATED REVENUE	MONTH-TO-DATE REVENUE	YEAR-TO-DATE REVENUE	UNREALIZED REVENUE	ACTUAL YTD % REALIZED
F2140.0000					
Metered Water Sales	600,000.00	41,818.49	513,993.46	86,006.54	85.67
F2141.0000					
Meter Water Sales O/G	505,000.00	44,603.28	360,328.44	144,671.56	71.35
F2144.0000					
Water Service Charges	8,000.00	1,755.72	3,319.29	4,680.71	41.49
F2148.0000					
Interest & Penalties	7,550.00	1,000.14	9,612.56	2,062.56-	127.32
F2401.0000					
Interest & Earnings	1,000.00		166.84	833.16	16.68
F2401.1000					
Int Earned-Spec Reserves	250.00		5.11	244.89	2.04
Report Totals	1,121,800.00	89,177.63	887,425.70	234,374.30	79.11

Village of Brockport

Statement of Expenditures, Encumbrances & Appropriations - Water Fund

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 03/31/2016

Selecting on FUND from F to F

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
F1440.4000							
Engineer-Contractual Exp	5,000.00		89.00		3,440.00	1,471.00	70.58
F1620.4060							
Bldg. Repairs - Water Dept.	1,000.00	2.86	513.27			486.73	51.33
F1680.2000							
It Hardware Software	1,000.00		795.12			204.88	79.51
F1680.4000							
IT Hardware Software	2,500.00		1,294.65			1,205.35	51.79
F1910.4000							
General Insurance	22,500.00		22,500.00				100.00
F1990.4000							
Water-Contingency	24,950.00					24,950.00	
F8310.1010							
Water Clerk/Clerical Support	91,720.00		78,099.88			13,620.12	85.15
F8310.4000							
Water Admin Total CE	1,400.00					1,400.00	
F8310.4010							
Payroll Charges	250.00					250.00	
F8310.4040							
Office Expense	2,200.00		551.42			1,648.58	25.06
F8310.4090							
Miscellaneous	900.00		152.38			747.62	16.93
F8310.4200							
Postage	2,000.00		1,804.00			196.00	90.20
F8320.4000							
Water Purchases	460,000.00	41,364.80	418,143.70			41,856.30	90.90
F8340.1000							
Water-Labor	101,987.00	13,466.63	82,048.64			19,938.36	80.45
F8340.2020							
Vehicles	68,130.00		68,111.13		15,000.00	14,981.13-	121.99
F8340.2040							
Meters	30,000.00	249.50	20,055.76			9,944.24	66.85
F8340.2050							
Wtr Transm - Equipment Other	12,500.00					216.00	98.27
F8340.4000							
Wtr Transm-Ttl Cont Exp	39,225.00	9,173.87	15,938.32			21,961.68	44.01
F8340.400W							
Water Main Replacement West Ave.	2,000.00	1,678.75	1,828.75			171.25	91.44
F8340.4010							
Water Main Supplies	8,900.00	466.00	8,812.38			87.62	99.02
F8340.4020							
Vehicle Parts & Supplies	7,427.00	2,341.72	4,628.90		20.02	2,778.08	62.59

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 03/31/2016

Selecting on FUND from F to F

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
8340.4030							
Meter Supplies	1,700.00	966.32	1,511.87			188.13	88.93
8340.4040							
Curb Box Supplies	2,100.00		580.76			1,519.24	27.66
8340.4041							
Fuel	5,000.00		925.46			4,074.54	18.51
8340.4050							
Stone	1,150.00		1,137.99			12.01	98.96
8340.4060							
Asphalt	2,350.00		387.93			1,962.07	16.51
8340.4070							
Dirt	4,100.00		408.00			3,692.00	9.95
8340.4080							
Water Transm-Uniforms	1,250.00	81.00	710.94			539.06	56.88
8340.4090							
Miscellaneous	5,850.00	358.27	5,835.58			14.42	99.75
8340.4100							
Water Transm-Telephone	2,500.00	164.66	1,639.22			860.78	65.57
8340.4110							
Water Transm-Electricity	5,000.00	618.51	3,425.59			1,574.41	68.51
8340.4120							
Transm - Sample Testing	26,000.00		19,260.00			6,740.00	74.08
8340.4130							
Wtr Transm-Drug/Alcohol Testing	250.00		20.13			229.87	8.05
8340.4140							
Wtr Trans-Equip Repair	850.00					850.00	
8340.4150							
Wtr Trans-Training	250.00					250.00	
8340.4160							
Wtr Trans-Concrete	200.00					200.00	
8340.4170							
Wtr Trans-Gas	100.00						
8340.4171							
Heating Oil	3,000.00	112.68	27.55			72.45	27.55
8340.4180							
Water Transm-Publications	4,000.00		508.14			2,491.86	16.94
9010.8000			304.00			3,696.00	7.60
NYS Retirement	33,484.00		33,480.00			4.00	99.99
9030.8000							
Social Security	14,850.00	1,022.05	13,049.86			1,800.14	87.88
9040.8000							
Workers Compensation	20,471.00		20,471.00				100.00

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 03/31/2016

Selecting on FUND from F to F

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
F9045.8000							
Life Insurance	660.00					660.00	
F9050.8000							
Unemployment Insurance	504.00					504.00	
F9060.8000							
Hospital Insurance	23,746.00		23,746.00				100.00
F9061.8000							
HRA	12,100.00		12,100.00				100.00
F9070.8000							
Dental Insurance	4,250.00		4,250.00				100.00
F9710.6000							
Serial Bond - Principle payments	30,768.00					30,768.00	
F9710.7000							
Serial Bond - Interest payments	29,728.00		14,863.62			14,864.38	50.00
Totals for Fund:	1,121,800.00	72,067.62	884,010.94	0.00	32,069.02	205,720.04	81.66
F (Fund - F)							
Report totals	1,121,800.00	72,067.62	884,010.94	0.00	32,069.02	205,720.04	81.66

Village of Brockport

Statement of Actual & Estimated Revenues - Sewer Fund

Date: 04/13/2016
Time: 1:33:15PM

Statement of Actual & Estimated Revenue

User: DAN
Page: 1

Village of Brockport
For Period Ending 03/31/2016
Selecting on FUND from G to G

ACCOUNT DESCRIPTION	ESTIMATED REVENUE	MONTH-TO-DATE REVENUE	YEAR-TO-DATE REVENUE	UNREALIZED REVENUE	ACTUAL YTD % REALIZED
G2122.0000 Sanitary Sewer- Sewer Charges	146,419.00	10,523.82	118,440.34	27,978.66	80.89
G2128.0000 Sanitary Sewer- Interest and Penalties	100.00			100.00	
G2401.0000 Interest and Earning- Sewer Fund			4.91	4.91-	
Report Totals	146,519.00	10,523.82	118,445.25	28,073.75	80.84

Village of Brockport

Statement of Expenditures, Encumbrances & Appropriations - Sewer Fund

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 03/31/2016

Selecting on FUND from G to G

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
G8120.2000							
Sanitary Sewers- Equipment	15,000.00		1,551.93		10,000.00	3,448.07	77.01
G8120.4000							
Contractual	30,121.00	745.99	19,021.82			11,099.18	63.15
G8120.4010							
Sanitary Sewers- Truck Parts	4,500.00		178.84			4,321.16	3.97
G8120.4020							
Sanitary Sewers- Supply Parts	100.00					100.00	
G9710.6000							
Bond Principal	49,232.00					49,232.00	
G9710.7000							
Bond Interest	47,566.00		23,783.29			23,782.71	50.00
Totals for Fund:	146,519.00	745.99	44,535.88	0.00	10,000.00	91,983.12	37.22
G (Fund - G)							
Report totals	146,519.00	745.99	44,535.88	0.00	10,000.00	91,983.12	37.22

Village of Brockport

Budget Amendments & Budget Transfers

Village of Brockport
Budget Transfer Form
March-2016

Account Number	From: Description	Account Number	To: Description	Amount	Explanation of Transfer
A1990.4000	Contingency	A1110.4000	Court - Contractual Services	1,500.00	Cost exceeded budget
A1990.4001	Contingency	A1110.4000	Court - Contractual Services	1,000.00	Cost exceeded budget
A1990.4000	Contingency	A3120.4080	Quarter Master	4,500.00	Cost exceeded budget
A1990.4000	Contingency	A3620.4200	Codes - Postage	150.00	Cost exceeded budget
F1990.4000	Contingency	F8340.4010	Water - Main Supplies	1,000.00	Cost exceeded budget
F1990.4000	Contingency	F8340.4030	Water - Meter Supplies	1,200.00	Cost exceeded budget
F1990.4000	Contingency	F8340.4090	Water - Miscellaneous	100.00	Cost exceeded budget
F1990.4000	Contingency	F8340.4100	Water - Telephone	100.00	Cost exceeded budget
F1990.4000	Contingency	F8340.4170	Water - Nat. Gas	100.00	Cost exceeded budget
			Total	9,650.00	

Purpose:

- (1) Court - Training for Village Justice
- (2) Court - Ads for Clerk
- (3) Police Dept. - Uniforms New Hires
- (4) Codes - Postages costs exceeded budget
- (5) Water - Main Supplies exceeded budget
- (6) Water - Meter Supplies exceeded budget
- (7) Water - Miscellaneous exceeded budget
- (8) Water - Telephone exceeded budget
- (9) Water - Natural Gas exceeded budget



2016

VILLAGE OF BROCKPORT
PRELIMINARY AUDIT REPORT

Bob Haak
Account Executive – Energy Solutions
Danforth Client Solutions Group
930 Old Dutch rd
Victor, NY 14564
(585) 924 -7030

TABLE OF CONTENTS

TABLE OF CONTENTS.....2

EXECUTIVE SUMMARY3

FINANCIAL PROFORMA4

HISTORICAL ENERGY USAGE5

FACILITY DESCRIPTIONS6

FACILITY IMPROVEMENT MEASURES (FIMS)7

EXECUTIVE SUMMARY

Danforth is pleased to present this Preliminary Energy Audit Report to the Village of Brockport N.Y. We take a strategic and consultative approach to developing solutions with our clients. This allows us to work with each individual customer to create a strategy that will maximize the outcomes of the project while incorporating unique customer needs.

Based on the findings of our preliminary building walkthrough and analysis of building utility data, Danforth proposes the development and implementation of a comprehensive Energy Performance Project. The basis of our approach is to identify relatively short-term payback Facility Improvement Measures (FIMs) and combine them with longer-term payback capital equipment improvements to result in a project scope, cost and savings that meet the New York State guidelines for energy performance contracts (EPCs).

Our walk through revealed that the Village has done a good job when it comes to installation of high efficient heating equipment. The natural gas usage for Brockport's buildings doesn't appear to be a major source for energy savings. Our focus during the audit became addressing the electric side of the utility spend. Mainly an interior, exterior and street lighting retrofit. We would focus on upgrading the Villages' Street Lighting to LEDs, which would reduce energy costs related to street lighting by 70% while also providing significant operational savings (utility maintenance fees). These associated savings are **\$37,010** annually. We also propose LED upgrades for the Village Hall, Highway Department buildings and the Police Department.

The proposed project has a total cost of **\$738,907**, energy savings equivalent to **\$37,201**(electric) (a **44.9%** savings annually) (**228,464 kwh**), associated annual savings of **\$37,010** (street lighting maintenance fees) and an overall simple payback of **10.0** years.

As an additional option, we would include all of the proposed work above, but would also look to leverage the energy savings from the short-term payback items (i.e. interior, exterior and street lighting upgrades) and maximize the amount of work that could be performed under the project. This would allow for an additional budget of approximately \$250-\$300K which could be used for longer payback measures or capital improvements (such as windows, roofs, etc.) that Brockport would like to implement.

In addition to the FIMs identified in this report, Danforth will work with the Village of Brockport going forward to identify additional measures that the Village of Brockport may want to address under this project.

The energy conservation measures included in this report are based on our preliminary walk through of each building and are not final. The final list of FIMs can only be determined after additional engineering and consultation with Village personnel.

The program we have developed is intended to deliver a performance-based, turnkey, self-funding facility improvement project. The project is structured to be implemented as an energy performance contract as outlined in the New York State Energy Law, Article 9. The ultimate goal of the program is to provide needed facilities upgrades that are paid for through a guaranteed savings program. All costs of the program are offset by savings and potentially generate additional cash flow beyond the cost of the program.

FINANCIAL PROFORMA

VILLAGE OF BROCKPORT PERFORMANCE CONTRACT PROFORMA 15 YEAR CASHFLOW 18 YEAR LIFE CYCLE PROJECTION

Year	Energy Costs		Assets		Total Assets	Liabilities			Total Liabilities	Net Annual Benefit	Cumulative Cash Flow
	Base Year Energy Costs	Energy Savings	Associated Savings (1)	Estimated Rebates & Incentives (2, 3)		Payment (4)	Performance Assurance	On-Going Services (5, 6)			
1	\$82,946	\$37,201	\$37,010	\$17,278	\$91,489	(\$65,788)	\$0	\$0	(\$65,788)	\$25,702	\$25,702
2	\$85,434	\$38,317	\$38,120	\$10,966	\$87,404	(\$65,788)	\$0	\$0	(\$65,788)	\$21,616	\$47,318
3	\$87,997	\$39,467	\$39,264	\$0	\$78,731	(\$65,788)	\$0	\$0	(\$65,788)	\$12,943	\$60,262
4	\$90,637	\$40,651	\$40,442	\$0	\$81,093	(\$65,788)	\$0	\$0	(\$65,788)	\$15,305	\$75,567
5	\$93,356	\$41,870	\$41,655	\$0	\$83,526	(\$65,788)	\$0	\$0	(\$65,788)	\$17,738	\$93,305
6	\$96,157	\$43,127	\$42,905	\$0	\$86,031	(\$65,788)	\$0	\$0	(\$65,788)	\$20,244	\$113,549
7	\$99,041	\$44,420	\$44,192	\$0	\$88,612	(\$65,788)	\$0	\$0	(\$65,788)	\$22,825	\$136,373
8	\$102,013	\$45,753	\$45,518	\$0	\$91,271	(\$65,788)	\$0	\$0	(\$65,788)	\$25,483	\$161,856
9	\$105,073	\$47,126	\$46,883	\$0	\$94,009	(\$65,788)	\$0	\$0	(\$65,788)	\$28,221	\$190,078
10	\$108,225	\$48,539	\$48,290	\$0	\$96,829	(\$65,788)	\$0	\$0	(\$65,788)	\$31,041	\$221,119
11	\$111,472	\$49,995	\$49,738	\$0	\$99,734	(\$65,788)	\$0	\$0	(\$65,788)	\$33,946	\$255,065
12	\$114,816	\$51,495	\$51,230	\$0	\$102,726	(\$65,788)	\$0	\$0	(\$65,788)	\$36,938	\$292,004
13	\$118,261	\$53,040	\$52,767	\$0	\$105,808	(\$65,788)	\$0	\$0	(\$65,788)	\$40,020	\$332,024
14	\$121,808	\$54,631	\$54,350	\$0	\$108,982	(\$65,788)	\$0	\$0	(\$65,788)	\$43,194	\$375,218
15	\$125,463	\$56,270	\$55,981	\$0	\$112,251	(\$65,788)	\$0	\$0	(\$65,788)	\$46,464	\$421,682
16	\$129,226	\$57,958	\$57,660	\$0	\$115,619	\$0	\$0	\$0	\$0	\$115,619	\$537,301
17	\$133,103	\$59,697	\$59,390	\$0	\$119,087	\$0	\$0	\$0	\$0	\$119,087	\$656,388
18	\$137,096	\$61,488	\$61,172	\$0	\$122,660	\$0	\$0	\$0	\$0	\$122,660	\$779,048
Total	\$871,048	\$366,568	\$366,568	\$28,244	\$1,765,861	(\$986,813)	\$0	\$0	(\$986,813)	\$779,048	\$779,048

ASSUMPTIONS

Total Implementation Cost:	(\$738,907)	Total Estimated NYSEERDA Incentives:	Cumulative Savings:	\$779,048
Other Costs(Construction Interest):	(\$26,281)	Construction Period Escrow Interest (9):	Net Present Value:	\$508,205
Net Financed Investment:	(\$765,188)		Percent of Electric Utility Savings	44.9%
Interest Rate (7):	3.50%		Guarantee Period(yrs):	3
Financial Term in Years:	15	Service Inflation Rate:		
Annual Payment:	(\$65,788)	Energy Inflation Rate:		
Simple Payback (years) (8):	10.0	Operational Savings Inflation Rate:		

Notes:

1. Associated Savings is defined as operational and maintenance cost.
2. Total NYSEERDA rebate incentives applied over years 1, 2.
3. Non-guaranteed estimated Rebates & Incentives include NYSEERDA incentives and Construction Period Escrow Interest.
4. Payment represents an annual sum of periodic payments.
5. On Going Services are escalated at Service Inflation Rate.
6. Performance Assurance required during guarantee period only.
7. Interest Rate Subject to market adjustment prior to close.
8. Simple Payback=(Total Project Cost) / (First Year Energy Savings plus Associated Savings plus On-Going Services)
9. Construction interest based on 12 month funding to payment schedule.
10. Annual guarantee may not exceed Total Project Cost.
11. Annual guarantee amount is based on revenue neutral program.

HISTORICAL ENERGY USAGE

Establishing the baseline annual energy usage for each building in the scope of the project is a fundamental step in identifying the level of energy savings opportunities which exist in each facility.

The Village of Brockport provided Danforth with an electric utility summary from May 2014 – April 2015 for each electric account. The summaries showed the 12 month energy usage history and costs for each account, which are summarized in the table below. The natural gas data provided was a two month snapshot of utility usage.

VILLAGE OF BROCKPORT ANNUAL UTILITY SUMMARY TABLE

Building	Building Area (SF)	Electric					Natural Gas			Total Costs
		Annual Usage (kWh)	Annual Costs	Demand Rate (\$ kW)	Consumption Rate (\$ kWh)	Blended Rate (\$ kWh)	Annual Usage (therm)	Annual Costs	Average Rate (\$ therm)	
1 Police Dept.	9,123	79,930	\$ 11,734	\$ 10.21	\$ 0.147	\$ 0.147	420	\$ 370	\$ 0.88	\$ 12,103
2 Village Hall	10,018	27,658	\$ 4,074	\$ 10.51	\$ 0.147	\$ 0.147	515	\$ 495	\$ 0.96	\$ 4,569
3 Main Street Light	-	208,552	\$ 39,993		\$ 0.192	\$ 0.192	-	\$ -		\$ 39,993
4 Welcome Ctr.	1,503	23,236	\$ 3,443	\$ 14.63	\$ 0.148	\$ 0.148	21	\$ -	\$ -	\$ 3,443
5 D.P.W. 38 East Ave	11,532	42,669	\$ 6,304	\$ 10.51	\$ 0.148	\$ 0.148	1,953	\$ 1,668	\$ 0.85	\$ 7,972
6 Street Light	-	31,994	\$ 6,859		\$ 0.214	\$ 0.214	-	\$ -		\$ 6,859
7 Street Light	-	77,878	\$ 10,539		\$ 0.135	\$ 0.135	-	\$ -		\$ 10,539
8 D.P.W. 36 East Ave	10,984	-	\$ -				254	\$ 147	\$ 0.58	\$ 147
TOTAL	43,160	491,917	\$ 82,946	-	-	\$ 0.169	3,163	\$ 2,679	\$ 0.85	\$ 85,625

FACILITY DESCRIPTIONS

Dept of Public Works: Consists of six buildings and a salt tent. The main office of the DPW-38 East Ave. is separately metered while 36 East Ave. has its own meter which carries the other four buildings.

Bldg. 1 Main office 38 East Ave: is an 11,532 square foot, block construction with a few offices, break room, two mechanics bays and five storage bays. There's a wood burning stove for the front offices, two electric strip heaters 2ft. long. There's a thru the window air conditioner and a 40gal. gas fired HWT. The mechanic's bays are heated with two 2' x 2' radiant heat panels. There's a 40 electric hot water tank in the loft above this area. The storage area is heated with a large unit heater approx. 250-300k Btu's in size, with two supply ducts tapped off for locker room and office below. Lighting= 2 lamp 32 watt T8'S

36 East Ave- Total square footage on this meter is 22,516(5 buildings)

The old water pump house is a brick building – 1500sq.ft. has a 90% efficient furnace and does not have regular occupancy

Bldg 2 – plumbing shop- 1,000 sqft with a 75k btu 80% furnace a 40gal electric hot water tank- 2 lamp 32watt T8'S

Bldg. 3 – dry storage no heat- 2 lamp 32watt T8's

Bldg. 4- dry storage no heat – 2 lamp 32 watt T8's

Bldg5 – unknown use - 0 sq.ft.

Bldg. 6 – dry storage, no heat, 2 lamp 32 watt T8's

Police Station- is a 9,123sqft re-purposed building attached to a three story 150yr. old sheet metal factory. The jail consists of two holding cells. The first floor is heated/cooled with approx. 100,000 BTU- 80% efficient furnace with air conditioning coil & condensing unit mounted on the roof, there is a 40gal electric hot water tank in the basement and one in the storage closet on the first floor. The upper floors are heated and cooled with two 90% efficient horizontal furnace with condenser coils mounted on the roof, there are three fresh air exchangers in the attic to provide fresh air to the police station. All lighting appears to be 32 watt T8's

Village Hall: is a 10,018 sq.ft. Repurposed colonial house. The first floor is the village offices while the 2nd & 3rd floors are the historical society they are not heated and open just 6 hours a week.

The 1st floor village offices are heated with two 90% efficient furnace with evaporator's coils and split condensers. There's a 40gal hot water tank as well. Lighting=2 lamp 32 watt T8's

Harvester Park/Welcome Center: is a 1500sqft building on the canal to provide information to tourists as they travel the Erie canal, boat docking is provided as well as shower and laundry facility.

Heating is provided by an 80% efficient furnace approx. 75,000btu's with an evaporator coil and split condenser, there's also a 40 gal. hot water tank. Lighting=2 lamp 32 watt T8's. Electric use is increased in the winter when the Christmas tree is setup in the park; there are 16+/- decorative canal lights that could be converted to LED

Street Lighting: The Village has 3 outdoor lighting accounts with National Grid. Two of them are service class 2 and one is service class 3. Service class 2 means National grid owns the lighting and bills the Village monthly maintenance fees per unit., service class 3(energy only) means the village owns the lighting. There are 476 lights in service class 2 and 66 lights in service class 3.

FACILITY IMPROVEMENT MEASURES (FIMS)

The following table is a summary of the Facility Improvement Measures (FIMs) which Danforth recommends implementing based on our initial walkthroughs and experience in similar facilities.

VILLAGE OF BROCKPORT FACILITY IMPROVEMENT MEASURES

FIM #	Facility	Facility Improvement Measure	Implementation Price	Energy Savings	Associated Savings	Utility/ NYSERDA Incentive	Simple Payback	Net Payback
1	Police Dept.	LED Lighting Upgrade & Occupancy	\$28,930	\$4,381	\$0	\$3,629	6.6	5.8
2	Village Hall	LED Lighting Upgrade	\$16,143	\$1,540	\$0	\$1,122	10.5	9.8
3	Main Street lighting acct.	LED Lighting Upgrade	\$512,874	\$17,359	\$30,444	\$12,125	29.5	27.1
4	Welcome ctr.	LED Lighting Upgrade	\$3,181	\$396	\$0	\$139	8.0	7.7
5	Dept. of Public works 38	LED Lighting Upgrade	\$43,196	\$4,335	\$0	\$3,155	10.0	9.2
6	Smaller street light acct	LED Lighting Upgrade	\$48,272	\$3,876	\$6,566	\$2,340	12.5	10.2
7	Energy only street light	LED Lighting Upgrade	\$86,312	\$5,314	\$0	\$4,905	16.2	15.3
TOTAL			\$738,907	\$37,201	\$37,010	\$27,416	10.0	9.6

Note: Net simple payback includes estimated incentives from NYSERDA's Existing Facilities Program, which offers customers \$0.12 per kWh and \$1.50 per therm saved when implementing projects which result in energy savings.

FIMs #1, 2, 4, & 5 – Interior & Exterior LED Lighting Upgrades

Lighting represents a major portion of a facility's electricity use, and given the continuous hours of use, normally contributes to the peak electric demand each month. Taking steps to improve the efficiency of lighting will reduce both the total electric energy used and reduce the peak electric demand. Lighting retrofit projects often improve the facility aesthetically by providing brighter, whiter light and operating more quietly than the old lighting systems.

The interior lighting systems in the Village Of Brockport buildings are generally fluorescent fixtures with 32 watt T8 lamps and electronic ballasts.

The exterior lighting for the village buildings is comprised of mercury vapor and high pressure sodium fixtures. Each building has a mixture of wall packs, pole lights and spot lights, most of which would be considered inefficient by today's standards.

Danforth recommends a comprehensive lighting retrofit. Through our preliminary walkthroughs, it is apparent that implementing a village-wide lighting upgrade will provide numerous benefits including reduced energy consumption and maintenance, minimized stocking requirements and increased building aesthetics.

Our recommended strategy at this time is to standardize the type of lamp used in each building. We have selected a LED tube technology that will provide the greatest performance and energy savings. Installing these LED tubes will also yield operational savings (as shown in the measure summary table above) because their rated lamp life is over 4 times that of the existing fluorescent lamps.

During the preliminary audit, Danforth completed a detailed survey of all lighting fixtures in each of the buildings to fine-tune our projections for energy savings and installed costs. Danforth can also install test sites during this phase of the project to demonstrate the LED lighting technology and let the village compare it to the existing fluorescent systems.

FIM #1 – Lighting System Occupancy Controls

Lighting controls, such as occupancy sensors and daylight sensors, can improve the functionality of the lighting system and provide energy savings by dimming or shutting off light fixtures under the appropriate conditions. Occupancy sensors continuously scan the space for motion and heat and shut off light fixtures when the space is determined to be unoccupied for a certain period of time (i.e. 15 minutes).

FIM #3, 6, 7 – Street Lighting Conversion

Street lighting costs are comprised of both electricity usage as well as monthly maintenance fees from the utility company. Newly approved state legislation has opened the opportunity for government entities to purchase the street lighting from the utility companies. Offering them the ability to retrofit the street lights with energy efficiency LED lighting. This also relieves them of the costly monthly maintenance fees.

The existing streetlights consist primarily of high-pressure sodium cobra heads and post top lamps, which require costly maintenance and emit a yellow tinted light, making it harder to distinguish colors.

LED's provide better, clearer, and more consistent light quality that makes Brockport's streets safer through:

- Fewer streetlight outages as LED's have a much longer life expectancy reducing replacement cost significantly.
- A truer white light quality, which leads to better color rendering, allowing colors to seem more natural.
- Minimization of light trespass onto homes and businesses by the "aiming" of LED fixtures.
- More consistent distribution of light resulting in fewer dark spots. Traditional light sources typically provide too much light in the area directly under the pole. This ensures that the outer areas surrounding the pole are well lit. Light from each LED can be guided with secondary optics to spread the light more evenly and ensure clearer, consistent lighting at all distances from the pole.
- Up to 70 percent decrease in energy use and carbon emissions from LED lamps.

Facilitate the town's purchase of the street lighting inventory from National Grid enabling the conversion to LED. Install LED lamps on all existing fixtures, approximately 550 lights.
File street lighting service classification to enable energy only rate.



VILLAGE OF BROCKPORT

49 State Street · Brockport, New York 14420
Telephone (585) 637-5300 · Fax (585) 637-1045
Website: www.brockportny.org

*The Victorian Village on the Erie Canal
Preserve America Community
Listed on the State and National Registers of Historic Places
Certified Local Government
Tree City USA Community
Erie Canalway Heritage Award of Excellence
Climate Smart Community*

Seasonal Employment Opportunity Village of Brockport DPW

SUMMER EMPLOYMENT

The Village of Brockport Department of Public Works is seeking 4 individuals to serve as Seasonal (summer) Laborers. Work week shall be Monday - Friday 7:00am to 3:30pm, 40 hours per week. Wage subject to experience. No benefits. Must have a valid NYS Drivers License. Minimum age requirement is 18. Applicants are subject to pre-employment and random alcohol/drug testing.

Employment application can be obtained at Brockport Village Hall
Monday-Friday 8:30am-4:30pm
or from the Village website: www.brockportny.org.

Completed applications must be turned in with cover letter to:
Leslie Ann Morelli, Village Clerk
Village of Brockport
49 State Street, Brockport, NY 14420
Monday thru Friday 8:30 am to 4:30 pm

Application Deadline: Noon, Tuesday, April 12, 2016

Dated: 3/21/16

For publication in Suburban News and posting on Village website and at Village Hall.

*Drw Spk to
review applications
& bring forth
hiring
recommendation*

Mayor Margaret B. Blackman
Trustee/Deputy Mayor William G. Andrews
Trustees Annette M. Crane, Katherine J. Kristansen, John D. LaPierre



VILLAGE OF BROCKPORT

49 State Street · Brockport, New York 14420
Telephone (585) 637-5300 · Fax (585) 637-1045
Website: www.brockportny.org

*The Victorian Village on the Erie Canal
Preserve America Community
Listed on the State and National Registers of Historic Places
Certified Local Government
Tree City USA Community
Erie Canalway Heritage Award of Excellence
Climate Smart Community*

PART-TIME COURT ATTENDANT FOR BROCKPORT VILLAGE COURT

Brockport Village Court seeks 1 individual to serve as Court Attendant part time – working with the other Court Attendant, Village Justices, and Court Clerks (all part time). The work involves maintaining order in the courtroom; convening, recessing and making announcements; directing attendees as to courtroom procedures and regulations; seeing that courtroom is ready for proceedings; taking charge of jury; and answering inquiries about courtroom procedures.

Successful candidate should have: working knowledge of courtroom procedures; skill in addressing a group and giving clear, concise directions; ability to follow directions; ability to maintain order and control over a group; ability to observe and analyze problem situations and exercise good judgment when dealing with situations; ability to maintain confidentiality about court cases; ability to deal effectively with the general public; emotional maturity; tact; proper dress; physical condition commensurate with the demands of the position.

Part time, # of hours will vary each week, typically Fridays from 1pm until court adjourns.
\$12.50 per hour. No benefits. New York State Retirement System.
MUST be a Monroe County resident.

Note: This position is currently classified by Civil Service as competitive. Initial hire will be classified as provisional until an exam is offered. For permanency, provisional hire must take and pass exam being reachable on the certification of eligibles. If the Village's application to have the position re-classified as non-competitive gets approved, the exam will not be necessary.

Employment application can be obtained at Brockport Village Hall
Monday-Friday 8:30am-4:30pm
or from the Village website: www.brockportny.org

Completed applications must be turned in with cover letter to:
Leslie Ann Morelli, Brockport Village Clerk
Village of Brockport
49 State Street, Brockport, NY 14420
or lmorelli@brockportny.org

Application deadline: Noon, Wednesday, March 16, 2016

*Justices to review
applications + bring
forth hiring
recommendation
for
remaining
spot*

Mayor Margaret B. Blackman
Trustee/Deputy Mayor William G. Andrews
Trustees Annette M. Crane, Katherine J. Kristansen, John D. LaPierre

DRAFT for 4/18/16 meeting

→ Trustee _____ moved, Trustee _____ seconded that the following be adopted:

RESOLVED, that the Brockport Village Board adopts the 06/01/16 – 05/31/17 General Fund budget in the amount of \$5,174,317, the Water Fund budget in the amount of \$1,124,119, and the Sewer Fund budget in the amount of \$147,566 and that there be levied and assessed against the real property of the Village of Brockport the following sums for village government and other charges for the fiscal year 2016-2017 with a tax rate of \$11.87 per thousand of assessed valuation levying the total taxes and other charges extended and levied against each parcel of real property, shown on the roll prepared and verified by the Town Assessor for the 2016-2017 fiscal year:

General Fund:

Total Taxes for Current Budget	\$2,651,216
For Releived Property Maintenance Charges	\$5,599.92

Water Fund:

For Releived Water Rents & Charges	0
------------------------------------	---

Sewer Fund:

For Releived Sewer Rents & Charges	0
------------------------------------	---

TOTAL REAL PROPERTY TAXES AND OTHER CHARGES ON ROLLS	=	\$2,656,815.92
---	----------	-----------------------

Tax rate decreased slightly from \$11.88 to \$11.87/1,000 of assessed valuation.

Water rates remain unchanged.

Sewer rates remain unchanged.

VOTE BY ROLL CALL AND RECORD

VILLAGE OF BROCKPORT

Mayor Margaret B. Blackman	Voting ___ yes or no
Trustee/Deputy Mayor William G. Andrews	Voting ___ yes or no
Trustee Annette M. Crane	Voting ___ yes or no
Trustee Katherine J. Kristansen	Voting ___ yes or no
Trustee John D. LaPierre	Voting ___ yes or no

Dated April 18, 2016

Adopted

DRAFT for 4/18/16 VB meeting

→ Trustee _____ moved, Trustee _____ seconded that the following be adopted:

Execution of Tax Warrant
WARRANT FOR COLLECTION OF TAXES 2016-2017 FISCAL YEAR

TO: Leslie Ann Morelli, Village Clerk
Per Real Property Tax Law 1426

YOU ARE HEREBY COMMANDED to receive and collect from the persons named in the tax roll the sums stated opposite their respective names, being a total of \$2,656,815.92 for the following purposes:

General Fund:

Total Taxes for Current Budget	\$2,651,216
Relevies (property maintenance)	\$5,599.92

TOTAL REAL PROPERTY TAXES AND OTHER CHARGES ON ROLLS	<hr/> \$2,656,815.92
---	----------------------

VOTE BY ROLL CALL AND RECORD

VILLAGE OF BROCKPORT

Mayor Margaret B. Blackman	Voting ___ yes or no
Trustee/Deputy Mayor William G. Andrews	Voting ___ yes or no
Trustee Annette M. Crane	Voting ___ yes or no
Trustee Katherine J. Kristansen	Voting ___ yes or no
Trustee John D. LaPierre	Voting ___ yes or no

Dated April 18, 2016

Adopted

DRAFT for 4/18/16 VB meeting

→ Trustee _____ moved, Trustee _____ seconded authorizing the following notice:

**VILLAGE OF BROCKPORT
NOTICE TO VILLAGE TAXPAYERS**

PLEASE TAKE NOTICE that the Brockport Village Board adopted the Final Budget for the Village of Brockport for the fiscal year June 1, 2016 – May 31, 2017:

RESOLVED, that the Brockport Village Board adopts the 06/01/16 – 05/31/17 General Fund budget in the amount of \$5,174,317, the Water Fund budget in the amount of \$1,124,119, and the Sewer Fund budget in the amount of \$147,566 and that there be levied and assessed against the real property of the Village of Brockport the following sums for village government and other charges for the fiscal year 2016-2017 with a tax rate of \$11.87 per thousand of assessed valuation levying the total taxes and other charges extended and levied against each parcel of real property, shown on the roll prepared and verified by the Town Assessor for the 2016-2017 fiscal year:

General Fund:

Total Taxes for Current Budget	\$2,651,216
For Releived Property Maintenance Charges	\$5,599.92

Water Fund:

For Releived Water Rents & Charges	0
------------------------------------	---

Sewer Fund:

For Releived Sewer Rents & Charges	0
------------------------------------	---

TOTAL REAL PROPERTY TAXES AND OTHER CHARGES ON ROLLS	=	\$2,656,815.92
---	----------	-----------------------

Tax rate decreased slightly from \$11.88 to \$11.87/1,000 of assessed valuation.

Water rates remain unchanged.

Sewer rates remain unchanged.

Leslie Ann Morelli
Village Clerk
Village of Brockport

For publication in Suburban News & posting on Village website & at Village Hall.

**VOTE BY ROLL CALL AND RECORD
VILLAGE OF BROCKPORT**

Mayor Margaret B. Blackman	Voting ___ yes or no
Trustee/Deputy Mayor William G. Andrews	Voting ___ yes or no
Trustee Annette M. Crane	Voting ___ yes or no
Trustee Katherine J. Kristansen	Voting ___ yes or no
Trustee John D. LaPierre	Voting ___ yes or no

Dated April 18, 2016

Adopted

DRAFT for 4/18/16 VB meeting

→ Trustee _____ moved, Trustee _____ seconded authorizing the following notice:

**VILLAGE OF BROCKPORT
TAXPAYERS NOTICE OF COLLECTION**

The Tax Roll and Warrant for the collection of Village Taxes for fiscal year June 1, 2016 - May 31, 2017 have been filed in the Village Clerk's Office.

TAX BILLS WILL BE MAILED ON MAY 31, 2016.

To help us improve efficiency, please use the return addressed envelopes included with the bills.

Check or money order for the exact amount should be made payable to the Village of Brockport and mailed or deposited into the drop box at the driveway entrance to Village Hall with payment stub to:

Village of Brockport
Attn: Tax Receiver
49 State Street
Brockport, NY 14420

OR

Payment may be made in person to Village Hall 49 State Street Brockport, NY 14420 Monday through Friday 8:30am - 4:30pm except holidays.

PAYMENT OPTIONS

1) Payment is due in full by July 1, 2016 without penalty

Late penalties:
July 2nd - 31st = 5%
August 1st - 31st = 6%
September 1st - 30th = 7%
October 1st - 31st = 8%

November 1st - Village taxes remaining unpaid will be turned over to Monroe County to re-levy onto the January 2017 County/Town tax bill with additional penalties.

OR

2) Payment may be made in 2 equal installments:

MUST make 1st installment by July 1, 2016 without penalty
Then make 2nd installment due by August 1, 2016 without penalty
Late penalties:
August 2nd - 31st = 6%
September 1st - 30th = 7%
October 1st - 31st = 8%

November 1st - Village taxes remaining unpaid will be turned over to Monroe County to re-levy onto the January 2017 County/Town tax bill with additional penalties.

IF YOUR TAXES ARE NOT ESCROWED IN YOUR MORTGAGE, AND YOU DO NOT RECEIVE A VILLAGE TAX BILL WITHIN THE FIRST WEEK OF JUNE, PLEASE CALL VILLAGE HALL AT 637-5300 X12.

Leslie Ann Morelli, Brockport Village Clerk/Tax Receiver

For publication in Suburban News & posting on Village website & at Village Hall.

**VOTE BY ROLL CALL AND RECORD
VILLAGE OF BROCKPORT**

Mayor Margaret B. Blackman	Voting ___ yes or no
Trustee/Deputy Mayor William G. Andrews	Voting ___ yes or no
Trustee Annette M. Crane	Voting ___ yes or no
Trustee Katherine J. Kristansen	Voting ___ yes or no
Trustee John D. LaPierre	Voting ___ yes or no

Dated April 18, 2016

Adopted

J. O'Connell & Associates, Inc. 
GRANTS CONSULTANTS

10646 Main Street

Clarence, New York 14031

(716) 759-8580

THIS AGREEMENT, made this _____ day of _____, 2016 by and between **J. O'CONNELL & ASSOCIATES, INC., GRANTS CONSULTANTS**, having its principal place of business at 10646 Main Street, Clarence, New York 14031, hereinafter referred to as "J. O'CONNELL & ASSOCIATES, INC.," and the **VILLAGE OF BROCKPORT** having its principal place of business at 49 State Street, Brockport, NY 14420, hereinafter referred to as "THE ORGANIZATION."

WITNESSETH:

WHEREAS, J. O'CONNELL & ASSOCIATES, INC. is engaged in the business of grants consultation; and

WHEREAS, THE ORGANIZATION is desirous of retaining the professional services of J. O'CONNELL & ASSOCIATES, INC.;

NOW, in consideration of the mutual promises and covenants contained herein, it is agreed between the parties hereto as follows:

1. That THE ORGANIZATION retains the professional services of J. O'CONNELL & ASSOCIATES, INC. for a period commencing June 1, 2016 and ending on May 31, 2017.

2. That THE ORGANIZATION agrees to pay J. O'CONNELL & ASSOCIATES, INC. for professional services rendered hereunder, the sum of Thirty-six Thousand (\$36,000.00) Dollars, payable as follows: the sum of Nine Thousand (\$9,000.00) Dollars in advance for the first three-month quarter and Nine Thousand (\$9,000.00) Dollars for every quarter thereafter upon presentation of invoice for professional services performed by J. O'CONNELL & ASSOCIATES, INC.

3. In consideration of the sums to be paid by THE ORGANIZATION, J. O'CONNELL & ASSOCIATES, INC. agrees to:

- (1) Conduct a needs assessment of THE ORGANIZATION, to identify potentially fundable programs;
- (2) Present identified programs into a form that becomes acceptable to the grant reviewer;
- (3) Conduct an on-going review of available funding sources that allows THE ORGANIZATION immediate knowledge of multiple sources;
- (4) Prepare organizational background statements, and formal letters of intent to submit to the granting agencies;

- (5) Develop COMPLETE proposals into written form that keeps them in compliance with the grant guidelines;
- (6) Follow-up on all grant applications that have been submitted on THE ORGANIZATION'S behalf;
- (7) Attend meetings with THE ORGANIZATION, ORGANIZATION staff, ORGANIZATION board members, government officials; and,
- (8) Prepare quarterly status reports that keep THE ORGANIZATION informed as to the progress of the grants activities.

4. This Agreement can be terminated if J. O' CONNELL & ASSOCIATES, INC., breaches or violates any of the contract terms, both parties will attempt to negotiate a settlement that is acceptable to all parties. If an acceptable settlement or arrangement cannot be agreed upon by both J. O'CONNELL & ASSOCIATES, INC., and THE ORGANIZATION, each party will have available to them any and all appropriate legal remedies.

5. This Agreement may be terminated by THE ORGANIZATION, as provided in paragraph 4 above, by providing notification in writing delivered via the U.S. mail, overnight courier service or in person, stating said contract is being terminated. THE ORGANIZATION will be responsible for payment to J. O'CONNELL & ASSOCIATES, INC. for all work performed until J. O'CONNELL & ASSOCIATES, INC. receives such written termination.

6. This Agreement may not be changed, modified or altered except upon the express written consent of the parties hereto.

7. If THE ORGANIZATION requests the presence of J. O'CONNELL & ASSOCIATES, INC. at an out of town meeting, travel is billable at the IRS rate or coach class airfare (whichever is less). Out of town travel would be outside of the Western New York Area, or 200 miles round trip from the offices of J. O'CONNELL & ASSOCIATES, INC.

8. J. O'CONNELL & ASSOCIATES, INC. is a professional grants consulting firm, and as such is an independent contractor, and in no way shall be deemed as an employee of THE ORGANIZATION.

Date: March 30, 2016

J. O'CONNELL & ASSOCIATES, INC.,
GRANTS CONSULTANTS

BY Jean K. O'Connell
JEAN K. O'CONNELL,
PRESIDENT

Date: _____

VILLAGE OF BROCKPORT,

BY _____

MARGARET BLACKMAN,
MAYOR



Leslie Ann Morelli – Village Clerk
Village of Brockport
49 State Street
Brockport, NY 14420
(585)637-5300x12
(585)637-1045- Fax
lmorelli@brockportny.org

I would like to thank you for again giving **H2H** the opportunity to earn your business. We strive to ensure we are providing services at the highest level of quality by maintaining regular communication, a visual presence, continuous training to our staff to ensure safety and a clean environment for you and your staff.

At **H2H**, we provide solutions that protect your facilities assets and improve the aesthetics and environment for your customers and associates. Wherever possible, we use products that are Certified Green Seal approved and provide low VOC's for the health and well-being of all. We minimize indoor air pollutants and maximize technology to provide you and your facility with best in class performance and industry leading environmental stewardship.

At **H2H** our promise to you in this proposal is competitive pricing based on an exponentially better level of quality service, performed by dedicated, reliable professionals. Every service provider in your facility is trained and appropriately certified; thoroughly background checked, uniformed and wears H2H identification at all times.

We commit to meeting your expectation...

Sincerely,

Andrew Gray-President

Lowanda Jones-Gray



The H2H Pledge:

You are entrusting us with the safety and security of your place of business and/or those of your tenants. We take this responsibility very seriously and pledge that:

1. All personnel that we assign to your worksite will be verified for the previous seven years (on the date that the background check is performed) using the following methods: (a) social security/address/alias check; (b) county level criminal records check using counties of domicile derived from the person's social security number; (c) national criminal and sex offender database checks; and (d) E-Verify to verify right to work in the United States.
2. All of our representative will be able to produce a **H2H** issued ID badge that certified that such person is an authorized **H2H** Facility Services provider while on your worksite and has passed the background checks noted above.
3. All of our representatives will wear professional-looking attire consisting of black or brown work shoes, khaki or black full-length pants, and a Port Authority brand model number K510 Stain Resistant Sport Shirt Navy or gray (collared shirt, tucked it).
4. No one under the age of 18 or who is not a part of your assigned work crew or management will be permitted on your jobsite for any reason. Alcohol and drug use by any member of your assigned work crew will not be tolerated and anyone who appears to be intoxicated or working in an unsafe manner will be immediately removed from your work site and will be permanently replaced.
5. An authorized supervisor will review all of your site safety procedures with your assigned work crew upon arrival on site. Weekly safety meetings are mandatory for each site or at the next service if service is less frequent than weekly.
6. Our authorized service providers will maintain an OSHA compliant safety program and train all employees on "Right to Know" and other relevant safety issues and procedures that are directly related to the safe delivery of the services, including, but not limited to, the safe operation of all required equipment and the proper use of and hazards associated with all chemicals used in service delivery. The program will include an exposure control plan related to the OSHA standards regarding exposure to blood borne pathogens and/or infectious materials, if appropriate.

If you have any questions regarding the H2H pledge, please contact your Service Area General Manager who is responsible for the enforcement of this pledge at your location.

Sincerely,

H2H Facility Services



Terms & Conditions of Service

1. The undersigned (**Brockport Village**) hereby engages (**H2H Facility Services Inc.**) to perform services according to the attached scope of work).
2. As a courtesy, for contracted recurring services, we will issue an invoice to you for Services dated on the first of each month for the current month of Service, and you agree to pay **H2H** the amount that is due on or before the tenth of the month. For work order or non-recurring services, we will issue an invoice immediately upon completion of the Services and you agree to pay **H2H** within ten days of the billing date. Late payments will incur interest at a rate of 1.5% per month or the maximum amount legally chargeable (a minimum of \$15 will be charged as a late fee). Special Services (such as periodic stripping and waxing floors) that are amortized in the monthly billing fee, but are not delivered monthly, will become immediately due and payable in full if this agreement is terminated for any reason. Any Services delivered as a sales incentive or promotion will become due and payable in full if this agreement is terminated for any reason, or if you breach this agreement, during the initial term. You agree to reimburse our costs for any and all other collection fees and expenses.
3. Services will only be provided on the following days if it is explicitly indicated on the Federal Holiday Work Schedule as an "included" service day. If Services are performed on a Federal Holiday that is not included as an included service day then an additional charge of 2X the imputed daily rate will be charged in the next invoice. These days include: New Year's Day, Birthday of Martin Luther King, Jr., Presidents Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day and Christmas Day. All charges for Services on included days that are Federal Holidays are included on a pro-rated basis in the monthly fee.
4. You agree to promptly notify H2H of any performance issues in person, via informal email or via telephone, in detail, by contacting the assigned Service Area General Manager or the **H2H** office prior to formal written notification. This agreement may be terminated by Client only for cause, which shall include a material defect in the performance by H2H. If Client intends to terminate this agreement for cause. Client must first give **H2H** formal written notice, specifying in detail, the nature of any defect in performance. **H2H** has 30 days to cure the defects specified in such notice. If the specified defects have not been cured at the end of the 30th day, then Client must notify **H2H** in writing of **H2H's** failure to cure the specified defects and this agreement shall terminate effective 30 days for the date of such notice.
5. This agreement will be for 12 consecutive month(a) the last date written on the attached signature page or (b) the actual date that H2H commences providing the services. The contract will automatically renew on each consecutive anniversary of the agreement upon the same terms and conditions, unless either gives the other party written notice of its intention to terminate at least 30 days.
6. The individual signing below on your behalf is your duly authorized representative. If he or she is not so authorized, the undersigned signatory shall be individually responsible for all obligations hereunder.

Client initial: _____



Our Agreement

This agreement is made between **H2H Facility Services Inc.** and **Brockport Village** (Client) becomes effective on the later of the service start date of client signature date indicated below:

CLIENT agrees to abide by the Terms and Conditions as attached.

CLIENT will provide all paper products, hand soap, and replacement liners for trash receptacles.

Service Provided: Janitorial cleaning services 1 day per week on (Wednesday)

Monthly Billing: Village Hall-49 State St (1st and 2nd floor) \$150.00

Window\$15.00(year) bi-annually

Police Department -1 Clinton St-\$300.00

Windows \$10.00 (bi-annually)

DPW- 38 East Ave (offices, break room, break room)-\$120.00

Windows \$10.00(bi-annually)

Welcome Center-11 Water St. (May1st-Oct,15)-\$83

Windows\$ 10.00 (bi-annually)

Emily I Knapp Museum & Library History-49 State St (2nd and 3rd level) twice /year \$140.00 per clean

Windows\$20.00 (bi-annually)

Service Start Date: 5/31/16

Client

By: _____

Title: _____

Date: _____

Hand to Hand Connection Services

By: _____

Title: _____

Date: _____

This proposal assumes that if it is granted, all parties will work together to maintain a mutually agreeable service solution. We reserve the right to withdraw this proposal if it is not accepted within 30 days.

Please FAX signed agreement to: (585)453-8207 and if you require additional information you can contact Lowanda Jones (Marketing Manager)
(585) 453-8060 – office
(585)732-1093-mobile
Handtohand011@gmail.com
Website: www.h2h-facility-services.com

Federal Holiday Schedule

Work Schedule for National Holidays

Frequency

New Year's Day	Not Included
Martin Luther King Jr. Birthday	Not Included
Washington's Birthday	Not Included
Memorial Day	Not Included
Labor Day	Not Included
Columbus Day	Included
Veterans Day	Not Included
Thanksgiving Day	Not Included
Christmas Day	Not Included

All location: FLOOR CARE PROGRAM

Description of Work Element:

Frequency:

- | | |
|--|---------------|
|  Vacuum, sweep, or dust mop all hard surface floors | Every Service |
|  Vacuum all carpeted areas | Every Service |
|  Thoroughly mop all hard surface floors (VCT) using microfiber cleaning system. | Every Service |
|  Remove spots and small spills from floor mats | Monthly |
|  Vacuum and straighten all floor mats. | Every Service |
|  Vacuum Corner to Corner | Monthly |

All Locations: RESTROOMS

Description of Work Element:

Frequency:

- | | |
|---|---------------|
|  Clean & disinfect counter tops, sinks, toilets, toilet seats and urinals. | Every Service |
|  Clean & disinfect all dispensers, fixtures, door handles, light switches and mirrors. | Every Service |
|  Empty, clean and sanitize trash receptacles. | Every Service |
|  Empty sanitary napkin receptacles and disinfect (where applicable) | Every Service |
|  Sweep and thoroughly mop floor with disinfectant solution. | Every Service |
|  Polish all dispensers, mirrors and shiny surfaces. | Every Service |
|  High dust: air vents, and tops of doors | Monthly |
|  Clean & disinfect walls around toilets. | Monthly |

All Location: GENERAL CLEANING

Description of Work Element:

Frequency:

 Dust and disinfect horizontal surfaces. Desks, credenzas, counter tops, file cabinet tops.	Every Service
 Spot clean horizontal surfaces, remove spillage, cup rings, and other removable marks.	Every Service
 Remove fingerprints and smudges from entrance doors and internal glass.	Every Service
 Empty waste paper baskets and replace liners.	Every Service
 Clean all mirrors	Every Service
 Disinfect light switches, plates, door handles and other touch points.	Every Service
 Disinfect telephone receivers and dust phone bases.	Monthly
 Clean walls of fingerprints and smudges.	Monthly
 High dust: vents, door frames, ceiling corners	Monthly
 Low dust: desk frames, tables, & chairs	Monthly

Other Specialty jobs can be performed...

We can accommodate any of your building maintenance needs, including but not limited to:

Upholstery Cleaning
Strip and Wax Service
Initial Deep impact clean
Full Restaurant/Kitchen Services
Move-in /Move-out cleaning
Seasonal cleaning
Construction site clean-up

Janitorial, restroom and break room
supplies
Carpet Shampooing
Window Cleaning
Apartment turnover services

We strongly recommend a customized floor care program be implemented, including carpet care and hard floor care services, to maintain the appearance of your floors and prevent premature, unnecessary replacement of floor coverings.

All estimates for floor care services are based on current labor and supply costs. It is assumed that all heavy articles customer wishes floor services performed under will be removed by customer prior to commencement of floor care service and replaced by customer following completion of service.

Referral Discount

Customer referrals are greatly appreciated. Refer a customer and receive a 2.5% monthly discount off your service invoice. Valid through the entirety of the contract of the customer that you refer.

Contact Andrew Gray for more details.

Executive Carpet Cleaning
84 Carrie Marie Lane
Hilton, NY 14468
(585) 392-0182

March 11, 2016

Brockport Village Offices
49 State Street
Brockport, NY 14420

Attn: Leslie Morelli

Estimate for carpet maintenance at the Brockport Village Hall for the fiscal year 6/1/16-5/31/17. Cleaning will be done twice a year and charged per occasion. Cleaning dates will be determined by Leslie and Executive Carpet Cleaning.

Village Hall 1st floor, back stairs, 2nd floor office. Total per occasion \$475.00.

E.L.K. Museum stairs to level 2. Total per occasion \$40.00.

Estimate for carpet maintenance at the Brockport Police Department for the fiscal year 6/1/15-5/31/16. Cleaning will be done twice a year and charged per occasion. Cleaning dates will be determined by Bambie and Executive Carpet Cleaning.

Conference room, men's locker room, office, patrol room, women's locker room, upper hall, steps, interview rooms 1 & 2, processing, reception, lower hall, Chief's office. Total \$450.00 per occasion.

Estimate for carpet maintenance at the Brockport Welcome Center for the fiscal year 6/1/16-5/31/17. Cleaning will be done once per year. Cleaning date will be determined by Harry and Executive Carpet Cleaning. Total will be \$130.00

Thank you,

Jeff Helmer

DRAFT for 4/18/16 VB meeting

**RESOLUTION APPOINTING ELECTION INSPECTORS
FOR THE REFERENDUM ON DISSOLUTION**

WHEREAS, a special election is scheduled to be held on May 24, 2016, with respect to the proposition for the referendum on dissolution, and

WHEREAS, this Board is authorized to appoint eight election inspectors for the purpose of said special election to be held on May 24, 2016, at the Brockport Village Hall, where the polls shall be open from Noon to 9pm.

NOW THEREFORE BE IT RESOLVED THAT,

1. The Board of Trustees of the Village of Brockport appoints the following individuals as the election inspectors for its upcoming special election (referendum):

In alphabetical order by last name:

Republican	Catherine T. Appleby	14 Beverly Drive	Brockport
Democrat	Cheryl K. Blount	14 Spring Street	Brockport
Democrat	Donna A. Ciroula	222 Main Street	Brockport
Democrat	Deborah A. McFarland	24 Oxford Street	Brockport
Republican	Steven A. Necaster	38 Cloverwood Drive	Brockport
Democrat	Lynn E. Rawleigh	158 Frazier Street	Brockport
Republican	Charlene B. Whipple	59 Frazier Street	Brockport
Republican	James E. Whipple	59 Frazier Street	Brockport

2. That the Clerk is directed to forward a copy of this resolution to the Monroe County Board of Elections.
3. That the Clerk is authorized to arrange for substitute election inspectors if necessary.
4. That this resolution is effective immediately.

MOTION for adoption of this resolution by Trustee _____
Seconded by Trustee _____

Discussion:

**VOTE BY ROLL CALL AND RECORD
VILLAGE OF BROCKPORT**

Mayor Margaret B. Blackman	Voting ___ yes or no
Trustee/Deputy Mayor William G. Andrews	Voting ___ yes or no
Trustee Annette M. Crane	Voting ___ yes or no
Trustee Katherine J. Kristansen	Voting ___ yes or no
Trustee John D. LaPierre	Voting ___ yes or no

Dated April 18, 2016

Adopted

DRAFT for 4/18/16 VB meeting

**RESOLUTION AUTHORIZING USE OF
MONROE COUNTY BOARD OF ELECTIONS SUPPLIES AND ASSISTANCE
FOR THE REFERENDUM ON DISSOLUTION**

WHEREAS, a special election is scheduled to be held on May 24, 2016, with respect to the proposition for the referendum on dissolution, and

WHEREAS, this Board is authorized to accept Monroe County Board of Elections supplies and assistance for the purpose of said special election to be held on May 24, 2016, at the Brockport Village Hall, where the polls shall be open from Noon to 9pm.

NOW THEREFORE BE IT RESOLVED THAT,

1. The Board of Trustees of the Village of Brockport authorizes the use of Image Cast machines and associated cost.
2. That the Clerk is directed to forward a copy of this resolution to the Monroe County Board of Elections.
3. That this resolution is effective immediately.

MOTION for adoption of this resolution by Trustee _____
Seconded by Trustee _____

Discussion:

Clerk Morelli referred to costs associated as described by Monroe County Board of Elections:

Use of 2 Image Cast machines - \$0 each for round trip shipping

Use of 1 ADA machine - \$0 for round trip shipping

Supply of 2,100 ballots for use with Image Cast machines - .45 each to total \$945

Clerk Morelli explained that this is 80% of the 2,589 registered voters. It is better to have more than needed than not enough, as a large voter turnout is anticipated.

The Election Inspectors get paid \$10 per hour each for 10 hours for a total of $110 \times 8 = \$880$.

Total estimated cost of this special election = \$1,845 not including publication of required legal notices. Clerk Morelli reminded the Board costs were not budgeted for a special election and are not reimbursable by Monroe County Board of Elections. However, their assistance and plan to have 6 staff members on site during the special election is greatly appreciated.

**VOTE BY ROLL CALL AND RECORD
VILLAGE OF BROCKPORT**

Mayor Margaret B. Blackman	Voting ___ yes or no
Trustee/Deputy Mayor William G. Andrews	Voting ___ yes or no
Trustee Annette M. Crane	Voting ___ yes or no
Trustee Katherine J. Kristansen	Voting ___ yes or no
Trustee John D. LaPierre	Voting ___ yes or no

Dated April 18, 2016

Adopted



VILLAGE OF BROCKPORT

49 State Street · Brockport, New York 14420
Telephone (585) 637-5300 · Fax (585) 637-1045
Website: www.brockportny.org

*The Victorian Village on the Erie Canal
Preserve America Community
Listed on the State and National Registers of Historic Places
Certified Local Government
Tree City USA Community
Erie Canalway Heritage Award of Excellence
Climate Smart Community*

ADVERTISEMENT FOR BIDS

NOTICE IS HEREBY GIVEN THAT separate sealed bids for the

Contract for the Village of Brockport West Avenue Water Main Replacement Phase II Water Main Materials

will be received by the Village Board of Brockport, NY at Brockport Village Hall, 49 State Street, Brockport, NY 14420 until **11:00 a.m.** (Local Time) on **April 15, 2016**, and at that date and time then publicly opened and read aloud at Brockport Village Hall.

Bids will only be accepted via sealed envelope.

Electronic copies of the Contract Documents may be obtained by email by contacting:

smattison@chatfieldengineers.com

Each bid must be accompanied by cash, a certified check, or a bid bond in an amount not less than 5% of the bid and Certificate of Non-Collusion, and subject to the conditions and the furnishing of all materials as set forth in the Contract Documents and Instructions to Bidders.

Upon acceptance of the bid, if the successful bidder fails to enter into a contract pursuant to the requirements of said agency, then the sum deposited as aforesaid shall be forfeited to the Village of Brockport as liquidated damages, or the payment of the bond enforced for the benefit of the Village of Brockport.

BIDDERS ON THIS WORK WILL BE REQUIRED TO COMPLY WITH THE PRESIDENT'S EXECUTIVE ORDER NO.S, 11,246 AND 11,375 WHICH PROHIBIT DISCRIMINATION IN EMPLOYMENT REGARDING RACE, CREED, COLOR, SEX, OR NATIONAL ORIGIN.

The successful bidder must be an equal opportunity employer, must meet all appropriate State and Federal standards, and comply with all relevant governmental regulations.

Contract award is subject to budget appropriation.

By order of the Village Clerk, of the Village of Brockport.

Leslie Ann Morelli
Village Clerk
Village of Brockport

Low bid to bring forth award recommendation

Date: March 21, 2016

For publication in Suburban News and posting on Village website and at Village Hall.

Mayor Margaret B. Blackman
Trustee/Deputy Mayor William G. Andrews
Trustees Annette M. Crane, Katherine J. Kristansen, John D. LaPierre

Advertisement for Bid:



NYALGRO SCHOOL – JUNE 5-7, 2016
VILLA ROMA RESORT, CALLICOON, NY
“Keep the Peace with Records Management”

*re Bria Linden,
Deputy Clerk - Treasurer*

*Reg. Fee \$45
Hotel \$284
Meals
transportation @
(carpooling)*

SUNDAY, June 5, 2016

4:00PM – 6:00PM **REGISTRATION – Dinner on your Own**
 7:30PM – 9:00PM **Welcome Reception**

MONDAY, June 6, 2016

7:00AM - 8:30AM **BREAKFAST**

8:00AM - 3:00PM **REGISTRATION**

8:45AM - 9:00AM **WELCOME** Desiree Potvin, NYALGRO President
 Edward T. Sykes, Supervisor, Town of Delaware

9:00AM-10:30AM **Plenary: Getting What We Wished For: The Value of Records in the Modern Age - Thomas Ruller, New York State Archivist** - Whether it is identifying the original plans for aging and now failing infrastructure or developing retention and preservation plans for electronic mail; governments and government officials are relying heavily on records to conduct business and records managers to ensure their records are under control.

10:30AM – 11:00AM **COFFEE BREAK AND VISIT WITH VENDORS**

11:00AM - Noon **Litigation/Lawsuit – Michael Donnelly, Attorney at Dickover,Donnelly,Donovan LLP**
 Electronic records are becoming more prominent in our records management lives, and the records manager needs more knowledge from a legal viewpoint easy to understand. This session will discuss records management issues including these topics and more: FOIL and email communications, agency records available prior to a meeting, producing records in a litigation and placing them on hold, and other topics from a legal perspective.

11:00AM - Noon **Managing Social Media – Bonita Weddle, New York State Archives**
 Social media services make it possible to communicate with citizens in real time. They also present a host of recordkeeping, security, and other challenges. In this session, we'll discuss how to develop policies that minimize the potential pitfalls of social media use and strategies for managing social media records.

Noon - 1:00PM **LUNCH - Introduction of Board Members & Vendors**

1:00PM - 2:30PM **Scanning Project 101 – Katie Palmer-House, Ed.D ,Dover Town Clerk and James Tamaro,Adjunct Professor at SUNY Buffalo**
 This session will begin with a basic introduction to the principles and activities associated with carrying out a scanning project and managing the digital records resulting from a project and conclude with a review of some very practical advice.

1:00PM – 2:30PM **I am Now the RMO, Now What? - Panelists: Kathy Montemarano, Lillian Barton, Rosemary Switzer, Gina Doty**
 This session will be a panel of NYALGRO board members with "38" years of combined knowledge in the field of records management to talk about their journey to where they are now. We solicit questions from the audience to collaborate together in this learning environment together.

2:30PM - 3:00PM **COFFEE BREAK AND VISIT WITH VENDORS**

3:00PM – 5:00PM **Vendor Blender – Vendors give short demonstrations.** The New York Association of Local Government Records Officers are pleased to launch a new program this year for our vendors. The purpose of the new session is to give the vendors an opportunity for more time with school attendees. As part of this engagement, the attendees will develop a better understanding of products and services.

- 3:00PM – 5:00PM *Tour - Bethel Woods Museum (site where the 1969 Woodstock Festival was held)*
- 6:00PM *President's Reception/Cocktail Hour*
- 7:00PM *Annual Dinner Banquet/Award Ceremony*

TUESDAY, June 7, 2016

7:00AM - 8:15AM **BREAKFAST**

8:30AM - Noon **REGISTRATION**

8:30AM - Noon ***Email Essentials – David Lowry, NY Archives and Linda Bull, NY Archives RAO***
 Email messages can be official records when created or received in the transaction of public business. This session will touch on a variety of email issues and here are a few of them: identify emails that are records, consider the best retention strategies, and file, maintain, and preserve e-mails.

8:30AM – 10:00AM ***Capitalizing on the Cloud – Dr. Patricia Franks, Certified Archivist, Certified Records Manager, and Information Governance Professional***
 This presentation will share examples of local government use of cloud based software and services, provide insight into potential risks, and offer suggestions to mitigate the risks associated with government use of the cloud.

10:00AM - 10:30AM **COFFEE BREAK AND VISIT WITH VENDORS**

10:30AM - Noon ***Managing Court Records – Geof Huth, Chief Records Officer of the New York State Unified Court System***
 If you are responsible for managing records of the courts and need more information about how to manage the records of retired judges or of the Supreme and County courts, attend this session for advice and direction directly from the Court System's Office of Records Management.

Noon – 1:00PM **LUNCH – Cheryl Steinbach Annual Scholarship Awards and Business Meeting**
VENDOR PRIZES WILL BE GIVEN OUT DURING LUNCH

1:00PM - 2:30PM ***Retention Schedules - breakout session, NYALGRO Board Members***
 This is your opportunity to network with other individuals in your field to see how they code a document or how they use their retention schedule. Town, City, Schools, Counties, Village, Colleges and Fire districts will be breaking out into groups to discuss their own schedule challenges and successes. Larger breakout spaces for this year's discussions.

2:30PM – 3:00PM **BREAK**

3:00PM – 4:30PM ***Protecting Essential Work and Personal Records - Lillian Barton, Saint Regis Mohawk Tribe RMO***
 This session is for those who are interested in learning how to create a "bug-out" book in case of an emergency or disaster. Participants will learn how to develop a plan and make a binder that contains vital information needed to carry on in the event of a disaster or emergency. A binder will be provided and you can take it with you.

6:00PM ***Dinner on your own for those staying overnight***

***We hope to see you at our June 2017 NYALGRO School in Geneva, NY.
 Please look at our website for more information. Thank you for coming!***

<http://www.nyalgro.org/>

NYALGRO SCHOOL 2016

The Villa Roma Resort & Conference Center
356 Villa Roma Road Callicoon, NY 12723

Sunday, June 5 through Tuesday, June 7, 2016 (3 days/2 nights)

HOTEL LODGING RESERVATION FORM

Mail, Fax, or E-mail This Completed Form by April 10, 2016 to:

Villa Roma Resort & Conference Center

ATTN: Reservations

356 Villa Roma Road, Callicoon, New York 12723

OR FAX: 845-887-4824 , attn: Reservations

A credit card or deposit is required to guarantee your reservation. Please bring your completed tax-exempt form and a proper form of payment such as a organizational credit card or cash. Your personal credit card may not be used as a valid method of payment with the organizational tax exemption form.

PACKAGE RATES			✓
*Two Night Stay- Sunday to Tuesday	Double	Single	
Traditional Room	\$284	\$409	
Suite	\$324	\$464	
**Early Arrival or Late Departure Rates	Double	Single	
Friday/Saturday Arrival or Tuesday Stay-over per person per night			
Traditional Room	\$127	\$177	
Suite	\$167	\$232	
***Day Guests/Extra Meals/ Commuters:	Per Person		
Breakfast	\$11.80		
Lunch	\$20.06		
Dinner	\$35.40		
Dinner & Cocktail Party	\$62.54		

All rates above are per person based on single and double occupancy. All rates are subject to NYS & Local taxes, currently 10.5%.

*Two Night stay rates include five (5) meals, beginning with breakfast on Monday morning through lunch on Tuesday afternoon, welcome reception and cocktail party.

One Night Stay Rates are half of the two night package plus a \$25.00 per person surcharge. One night stay rates include dinner & breakfast only.

**Early Arrival/Late Departure rates include dinner & breakfast.

Saturday night arrivals will be accommodated in our non-connecting villas.

***Commuter Meals include 18% gratuities and are subject to 8% NYS Sales Tax

First, Last Name: _____

Billing Address: _____

City/State/Zip: _____

Tele#: _____

Fax#: _____

Arrival Date _____ Departure Date: _____

Special Requests: _____

Dietary Restrictions: _____

Room Type Requested: _____

Roommate(s) _____

To confirm your room reservation a \$100.00 deposit in the form of a check or a major Credit Card is required by April 10, 2016.
Make Checks Payable to Villa Roma.

Check # _____

CC#: _____

Exp: _____ / _____ CVV: _____

ROOM DESCRIPTIONS

- Traditional rooms have 2 double or 2 queen beds- hotel's choice.
- Suite rooms consist of 1 bedroom with 2 double or queen beds and a living room with a pull-out couch.



VILLAGE OF BROCKPORT

49 State Street · Brockport, New York 14420
Telephone (585) 637-5300 · Fax (585) 637-1045
Website: www.brockportny.org

*The Victorian Village on the Erie Canal
Preserve America Community
Listed on the State and National Registers of Historic Places
Certified Local Government
Tree City USA Community
Erie Canalway Heritage Award of Excellence
Climate Smart Community*

VILLAGE OF BROCKPORT

Village Dissolution: An Overview of the Process and Answers to Frequently Asked Questions

WHO: Wade Beltramo, NYCOM General Counsel

WHAT: WHAT YOU NEED TO KNOW ABOUT DISSOLUTION

An overview of the dissolution process as set forth in Article 17-A of New York State General Municipal Law, the fiscal and service implications of dissolution, including how services will be transferred to the Town if the Village is dissolved.

Forum attendees will have the opportunity to ask questions about the process and what happens if voters approve the dissolution at the polls Noon to 9pm Tuesday, May 24th.

WHEN: Tuesday, May 10, 2016 at 7pm

WHERE: A.D. Oliver Middle School Auditorium
40 Allen Street
Brockport, NY 14420

For publication in Suburban News and posting on the Village website and at Village buildings

Mayor Margaret B. Blackman
Trustee/Deputy Mayor William G. Andrews
Trustees Annette M. Crane, Katherine J. Kristansen, John D. LaPierre